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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, February 18, 2009

Time: 9:00 a.m. – 11:00 a.m.

Location: 2nd Floor Atrium
1 South Van Ness Avenue
San Francisco, CA 94103

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163
E-mail: solt@sfgov.org

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Issued: Wednesday, February 11, 2009

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, FEBRUARY 18, 2009
9:00 A.M. – 11:00 A.M.
1 SOUTH VAN NESS AVENUE, 2ND FLOOR ATRIUM

Public Testimony will be taken throughout the meeting

1. Adoption of the Agenda (<i>Action Item</i>)
2. Welcome & Introductions (<i>Discussion Item</i>) - Introduce WISF Members - Introduce OEWD Staff
3. Overview of OEWD & WISF (<i>Discussion Item</i>) - Overview of OEWD - Overview of WISF, Youth Council, WiCAC
4. Overview of Initiatives and Plans for 2009 (<i>Discussion Item</i>)
5. Logistics (<i>Discussion Item</i>) - Sunshine Rules - Statement of Economic Interests - Ethics Training
6. Public Testimony on Non-Agenda Items (<i>Discussion Item</i>)
7. Future Agenda Items (<i>Discussion Item</i>)
8. Adjournment (<i>Action Item</i>)

KEY:

*Materials Included

**PLEASE NOTE THAT THIS MEETING WILL BE HELD
AT 1 SOUTH VAN NESS AVENUE, 2ND FLOOR ATRIUM
FROM 9:00AM—11:00AM**

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

MINUTES OF THE FEBRUARY 18, 2009 MEETING OF THE WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD AT 1 SOUTH, VAN NESS AVENUE, 2ND FLOOR ATRIUM, SAN FRANCISCO

Members Present

Rhonda Simmons, Office of Economic and Workforce Development
Benjie Williams, Treasure Island Job Corps Center
Darlene Rutkowski, Department of Rehabilitation
Debra Higa, Palace Hotel
Debra Johnson, SFMTA
Don Q. Griffin, City College of San Francisco (CCSF)
Egon Terplan, San Francisco Planning and Research Association (SPUR)
Jeffrey Thompson, Westfield Center
Henry A. Alvarez III, San Francisco Housing Authority
Jane Moyer, Starbucks Coffee Company
Jennifer Hermann,
University of California San Francisco (UCSF)
John McKnight, LVI Environmental Services
Mary Ruth Gross, SEIU UHW-West & Joint Employer Education Fund

Michael Theriault, San Francisco Building and Trades Council
Michael Wald, Stanford University
Micki Callahan, Department of Human Resources
Nicholas de Lorenzo, National Council on Aging
Paul Giusti, NorCal Waste
Rob Black, San Francisco Chamber of Commerce
Rodrigo Santos, Santos Urrutia Structural Engineering
Ross Mirkarimi, San Francisco Board of Supervisors
Shelia Wells O'Mahoney, UPS
Sophie Maxwell, San Francisco Board of Supervisors
Steve Leder, Pacific Gas & Electric
Sylvia Kwan, Kwan Henmi
Ted Egan, San Francisco Office of Economic Analysis
Tom Ryan, San Francisco Labor Council

Members Absent

Anne Wegher, Employment Development Department Northern Workforce Services Division
Barbara Garcia, San Francisco Department of Public Health
Carlos Garcia, San Francisco Unified School District
Diane Easterwood, Kaiser Permanente
Kent Lim, Kent Lim Construction

Michael Dunne, General Manager Hilton San Francisco
Reuben Santana, Rubecon Construction
Rito Andujo, Macy's West
Trent Rhorer, Human Services Agency

Staff & Noteables

Steve Kawa, Mayor's Office
Amy Wallace, OEWD
Guillermo Rodriguez, OEWD
Glenn Eagleson, OEWD
Monique Forster, OEWD

Marc Majors, OEWD
Erik Ward, OEWD
Dexter Ligot-Gordon, OEWD
Steven Currie, OEWD
Kriztina Palone, OEWD
Nikki Ford, OEWD

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(As Evidenced by the Sign-In Sheet)

Fatima Mohsin, SFLC
Meredyth Skemp, SF Building and
Construction Trades Council
Linda Gomes, EDD/One-Stop
Troy Henry, Goodwill
Ann Cochran, SFCC
Jamie Fountain, EDD Sacramento
Linda Palmquist, EDD Sacramento
Carrie Portis, SF Works
Erin Hayes, Arriba Juntos
Anna Okutani, Arriba Juntos
Sandi Uner, SFVS
Dov Golodner, BAVC
Harry Winford Jr, Local 913
Cedric Jackson, One-Stop (HSA)
Alex Nh, Chinese Newcomers
Anthony Ng, Chinese Newcomers
Steve Bingham, Bay Area Legal Aid
Ruth Barajas, CHALK
Flynn Bradley, SFO
Bonnie Sher, Life Frames, Inc
Marisa Cassetta, EDD/One-Stop

Nanci Fisher, NCOA
Julia Weisner, Re-Entry Services Council
Ali Schlageter, Local Homeless Coordinating
Board
Tom Lauchenauer, San Francisco Joint
Apprenticeship
Homer Teng, Chinatown Families Economic
Self-Sufficiency
Meiling Wang, Self-Help for the Elderly
Alex Avnava, Juma Ventures
Cathy de Cristofaro, YMCASF/Urban
Michael McCarthy, CCSF
Ricardo Alva, MLVS
Terry Goodwin, The Arc of SF
Toni Rucker, PAT/CBHS
Jesse Mason, Arc EcologyVicky Valentine,
Huckleberry
Terry Anders, Anders & Anders
Denny Duard, LYRIC
Cameron McHenry, SHEC/CHP
Angelo Shelton, ABU
Joe Ramirez Forcies, Positive Resources
Phyllis McGuire, CCSF

Roll Call

Rhonda Simmons, Director of Workforce Development, called the meeting to order at 9:00am

Board Member Introductions

Director of Workforce Development, Rhonda Simmons, gave brief comment on her position as Director of Workforce Development. Ms. Simmons then asked each Board Member to introduce themselves and give brief comment on their organization's response to the current economic climate, its effects on their Workforce, and the challenges they are facing.

2009-2010 Budget & Projections

The Mayor's Chief of Staff, Steve Kawa, gave comment on the 2009-2010 City Budget and projects to begin construction in the City of San Francisco in the next 24 to 36 months.

Overview of Workforce Development System

Director of Workforce Development, Rhonda Simmons presented on the scope and activities of the Workforce Development in the City of San Francisco. Ms. Simmons also noted that OEWD is currently in the process of conducting a workforce strategic plan.

Discussion followed.

Ms. Jane Moyer, Director of Partner Relations, Starbucks Coffee Co., asked how we will know when we have come out of the Economic crisis.

Mr. Ted Egan, Chief Economist for the City of San Francisco, spoke to the current Economic crisis and Recession around the country and its effect on the City and County of San Francisco.

Board Structure

Director of Workforce Development, Rhonda Simmons, referring to Item #2 in the meeting materials, gave an overview of the Workforce Investment San Francisco (WISF) Board, Youth Council to the WISF, and the structure of the WISF.

Discussion followed.

Supervisor Ross Mirkarimi spoke in support of a more holistic view of the strategies of the WISF Board adding that all principle players need to be at the table.

Logistics

Ms. Kriztina Palonc, Secretary to the WISF Board, presented on the requirements of the WISF Board to fill out and turn in the Form 700 Statement of Economic Interests, to take the Ethics

Training and turn in a signed copy of the Certificate of Ethics Training; take the Sunshine Ordinance Training and turn in a signed copy of the Sunshine Ordinance.

Public Comment

Ms. Simmons call for public comment yielded the following responses:

Ms. Bonnie Ora Sherk, Life Frames, Inc:

Ms. Sherk commented on the need for a closer look at the Green Job Sector, creating a green infrastructure, and green landscaping; especially in response to people coming from land based cultures.

Mr. Steve Bingham, Bay Area Legal Aid:

Mr. Bingham commented on the legal barriers to employment, such as hiring people with criminal backgrounds, hiring people without Driver's Licenses. Mr. Bingham commented on San Francisco's rich history of Community Activism and participation. Mr. Bingham urged the Board to take into account the people that are hardest to serve.

Mr. Joe Ramirez Forcies, Positive Resources:

Mr. Ramirez Forcies commented on the need for community based collaboration.

Mr. Terry Anders, Anders & Anders:

Mr Anders commented on the need to serve and reach members of the communities that are the hardest to serve. He added that these communities need resources and need to be part of the policy making.

Mr. Jesse Mason, Arc Ecology:

Mr. Mason commented on the need for young people to come out of pre-apprenticeship programs with careers, the need to address sustainability in other unions, and that in the 1960's there had been an MOU in the Bayview/Hunters Point Community that an company that came to the community would have to train and hire residents from the area. Mr. Mason added that the City of San Francisco can do enforcement with the Public Works Act and Congress.

Conclusion

Following the business described above, the meeting was adjourned. Ms. Simmons announced that the next quarterly WISF meeting would be on May 27th.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

05-21-09A08-42 RCVD

Date: Wednesday, May 27, 2009
Time: 9:00 a.m. – 11:00 a.m.
Location: UCSF Mission Bay Conference Center
1675 Owens Street
San Francisco, CA 94158

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Issued: Wednesday, May 20, 2009

City Hall – Rm. 448, 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | www.owd.org
e-mail: workforce.development@sfgov.org
Telephone 415.554.6439 | Fax 415.554.4565 | TDD 800.735.2929 (CRS)

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, MAY 27, 2009
9:00 A.M. – 11:00 A.M.
UCSF MISSION BAY CAMPUS CONFERENCE CENTER
1675 OWENS STREET, SAN FRANCISCO, CA 94158

Public Testimony will be taken throughout the meeting

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on February 18, 2009 (<i>Action Item – please refer to attachment "Item F")</i> *
3. Update on Current Economic Climate and Presentation on Initial Findings of the Strategic Plan (<i>Discussion Item – please refer to attachments "Item A and Item B")</i> *
4. Presentation on Request for Proposals for Workforce Economic Stimulus Funding and Other Workforce Services (<i>Action Item – please refer to attachments "Item C and Item D")</i> *
5. Creation of Sector Subcommittees to Advise the WISF on Industry Workforce Needs (<i>Discussion Item – please refer to attachment "Item E")</i> *
6. Report from Youth Council (<i>Discussion Item</i>)*
7. Adjournment (<i>Action Item</i>)

KEY:

*Materials Included

**PLEASE NOTE THAT THIS MEETING WILL BE HELD
AT:
UCSF MISSION BAY CONFERENCE CENTER,
1675 OWENS STREET, SAN FRANCISCO, CA 94158
FROM 9:00AM—11:00AM**

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

MINUTES OF THE
MAY 27, 2009 MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD
AT UCSF MISSION BAY CONFERENCE CENTER
1675 OWENS STREET, SAN FRANCISCO

Members Present

Rob Black, Interim Chair
Carlos Garcia, San Francisco Unified School District
Darlene Rutkowski, Department of Rehabilitation
Debra Higa, Palace Hotel
Debra Johnson, SFMTA
Diane Easterwood, Kaiser Permanente
Egon Terplan, San Francisco Planning and Research Association (SPUR)
Jennifer Hermann,
University of California San Francisco (UCSF)
John McKnight, LVI Environmental Services
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Michael Wald, Stanford University
Micki Callahan, Department of Human Resources
Nicholas de Lorenzo, National Council on Aging
Paul Giusti, NorCal Waste
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Members Absent

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Reuben Santana, Rubicon Construction
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Development
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Deputy Director
Guillermo Rodriguez, Director, CityBuild,
Glenn Eagleson, Director, Policy and Planning
Workforce Development
Monique Forster, Administrative Assistant

Marc Majors, WIA Program Manager
Betsy Baum, Workforce Development Manager
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Dexter Ligot-Gordon, Workforce Policy Analyst,
Steven Currie, Workforce Policy Analyst
Kriztina Palone, Executive Assistant to Rhonda
Simmons
Nikki Ford, Administrative Assistant

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(As Evidenced by the Sign-In
Sheet)

Joe Ramirez-Forces, Positive Response
Ali Schlageter, Local Homeless Coordinating
Board
Marisa Casetta, EDD/One-Stop
Linda Palmquist, EDD/WSO
Peter Gerharz, LSYS
Garry Grady, Glide
Shirley Melnicoe, NCSL

Terry Anders, Anders & Anders Foundation
Troy Henry, Goodwill
Linda Gomes, EDD/One-Stop
Ruth Kavanagh, EDD/ LMID
Dathan Moore, WSD/EDD
Kimberly Hill, Glide
Matt Poland, PEP Jobs
Adriana Santos

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Roll Call	Rob Black, Interim Chair, called the meeting to order at 9:07am
Agenda	On motion by Interim Chair, Rob Black, seconded and carried, the WISF Board adopted the agenda.
Minutes	On motion by Interim Chair, Rob Black, seconded and carried, the WISF Board approved the minutes of the February 18, 2009 regular meeting as circulated.
Update on Current Economic Climate	Ms. Betsy Baum presented on the unemployment rate in San Francisco as compared to National numbers, effects of the current Economic Climate on the City of San Francisco's Sector Strategy, and the impact of Federal Stimulus Funds on the unemployment rate. Discussion followed. Mr. Ted Egan commented on the positive indicators in the economy, however, did note that there are also indicators that San Francisco will not see an end to the recession or a bottoming out of the housing market until the 2nd half of the year.
Workforce Development Strategic Plan	Mr. Dexter Ligot-Gordon presented on findings from Focus Groups and Surveys conducted in the Summer of 2008 about the Labor Market and the condition of the Workforce System in San Francisco. Recommendations for the Strategic Plan will be presented at the next WISF meeting on August 26, 2009. Discussion followed. Ms. Rhonda Simmons commented on the progress and challenges of changing the Workforce System in San Francisco over the past three years with the lack of a blue collar sector and looking at the City of San Francisco's Workforce system with a much broader lens rather than sector by sector. This is now one of the most competitive employment markets in history due to the phenomenon of Seniors, high school graduates, post-secondary graduates and dislocated workers all looking for jobs in the same labor market. Mr. Carlos Garcia commented on SFUSD budget impacts for the next three fiscal years. Ms. Micki Callahan the effect of San Francisco's budget challenges on the City and County of San Francisco as an employer.
Economic Stimulus Funding and Other Workforce Services	Mr. Steven Currie presented the Request for Proposal for Economic Stimulus Workforce Funding and Other Workforce Services (RFP #107).

Discussion followed.

Ms. Darlene Rutkowski asked for clarification on whether the \$3.7 million was already allocated through the Economic Stimulus Funding.

Mr. Michael Dunne commented on leveraging the use of technology companies in the surrounding area.

Mr. Michael Theriault asked about OEWD's expectation was on responses to RFP #107.

Mr. Trent Rhorer commented on the monies being received through the Federal Stimulus Program for subsidized employment.

Ms. Darlene Rutkowski inquired on opening Neighborhood Satellite Centers and the specific dollar amount available for the RFP.

Mr. Michael Theriault recommended that when reviewing the Request for Proposals that OEWD accept that there is overlap between Green Jobs and Construction. Mr. Theriault also asked for clarification around the strategic priorities for RFP #107.

Ms. Sylvia Kwan commented on including employers as stakeholders and constituents in the process.

Mr. Egon Terplan asked for clarification on the number of One-Stops/Neighborhood Workforce Centers that we expect to introduce into the system. Mr. Terplan also asked if there will be collaboration between the Sector Academies and the One-Stops.

Supervisor Ross Mirkarimi commented on being able to gauge the levels of performance of the One-Stop Centers and the Neighborhood Workforce Centers ability to train and enhance skills in the employability of people in the targeted populations.

On motion by Interim Chair, Rob Black, seconded and carried, the WISF Board approved the strategic priorities and granted authorization for the contracting of Workforce services through Request for Proposal # 107 for Economic Stimulus Workforce Funding and Other Workforce Services. The vote was passed with Yes = 26, No = 0, Abstentions = 1. Mr. Tom Ryan, San Francisco Labor Council, abstained from the vote.

Public Comment

Interim Chair, Rob Black's call for public comment yielded the following responses:

Dr. Norma Tecson, Development Center for Children, Youth and Their Families:

Dr. Tecson commented that her organization serves the youth and senior communities of San Francisco and she is looking forward to working with the newly convened WISF Board.

Joe Ramirez-Forcics, Positive Resource Center:

Mr. Ramirez-Forcics commented that he wanted to ensure that the WISF Board is aware that 1,000 people a year zero convert to HIV and 50% of them are unemployed; they represent disparaged communities that are heavily impacted. Reminded that the unemployment rate (for those seeking employment) for people with disabilities is between 18-33%.

Jeronimo Martin, Juma Ventures:

Mr. Martin commented that his organization struggles on providing transitioning support, specifically how to support the youth they serve, after they leave school and go off to college. He acknowledged the challenges with not only providing the services for youth but also the funding for those services.

Joe McKinley, The Stride Center:

Mr. McKinley commented on the challenges of creating consistent relationships with employers to provide jobs for their graduates. He spoke to creating successful partnerships and collaborations with other organizations to create a successful growth model.

Terri Feely, Consultant:

Ms. Feely commented on the disconnect that exists between job seekers and employers. She would like to understand better the rationale for expending additional dollars on another job posting resource in reference to the Screen Match Refer in RFP #107 as there are already several different job hosting sites available.

Carrie Portis, SF Works:

Ms. Portis commented on what government resources exist beyond the Department of Labor and ARRA money. She encouraged the WISF Board to think about Workforce Development more broadly than placement activities.

Troy Henry, Goodwill:

Mr. Henry commented on the regional strategies and whether they should look to organizations outside of San Francisco to place clients in jobs, especially in the IT sector. Mr. Henry also commented on providing a stipend to job seekers as happens under WIA with dislocated workers.

David Bach, LGBT Center:

Mr. Bach commented on the need of a back end delivery system that serves the CBO community that allows them to connect clients with jobs and on the need to serve the aging senior community.

Stephen Chan, Chinatown One-Stop:

Mr. Chan commented that with a budget of \$250,000 they have served clients over 6,000 times and their 3 counselors have counseled clients over 3,000 times. He appealed that they need more support and a larger space in order to better serve the community.

Gary Tom, City College of San Francisco:

Mr. Tom commented on the Green Jobs Initiative and the Allied Health Initiatives that are open only to Community Colleges. He also commented on the disconnect between post-secondary education and employment.

Shirley Melnicoe, Northern California Service League:

Ms. Melnicoe commented on targeting the formerly incarcerated population and providing employment for the formerly incarcerated would save money as they are 2/3 less likely to go back to jail or prison if they have a job.

**Creation of Sector
Subcommittees to Advise the
WISF**

Ms. Rhonda Simmons presented on the creation of subcommittees that will meet between the convening of the quarterly WISF Board Meetings in order to further engage WISF members in the various areas of Workforce Development in the City and County of San Francisco, such as Sector Subcommittees (i.e. Healthcare, Construction, Green, etc.), Federally mandated committees, and various other ad hoc subcommittees.

**Report from the Youth
Council**

Mr. Michael Wald reported on the activities of the Youth Council. The overall mission of the Youth Council, adopted at their first meeting, is that the central goal for youth spending in the City and County of San Francisco is to enable all San Francisco youth to complete High School and obtain a post secondary credential or training. The Youth Council is focusing on the relationship between work experience and education, particularly for 14-18 year olds on how work opportunities bring them back into school and for 18-24 year olds how job training can be connected to education.

Conclusion

Mr. Rob Black, Interim Chair, seconded and carried, adjourned the meeting at 11:18am with a reminder that the next WISF meeting will be held on August 26, 2009.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

MINUTES OF THE MAY 27, 2009 MEETING OF THE WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD AT UCSF MISSION BAY CONFERENCE CENTER 1675 OWENS STREET, SAN FRANCISCO

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	Joe McKinley, The Stride Center
	Stephen Chan, Chinatown One-Stop

Roll Call	Rob Black, Interim Chair, called the meeting to order at 9:07am
Agenda	On motion by Interim Chair, Rob Black, seconded and carried, the WISF Board adopted the agenda.
Minutes	On motion by Interim Chair, Rob Black, seconded and carried, the WISF Board approved the minutes of the February 18, 2009 regular meeting as circulated.
Update on Current Economic Climate	Ms. Betsy Baum presented on the unemployment rate in San Francisco as compared to National numbers, effects of the current Economic Climate on the City of San Francisco's Sector Strategy, and the impact of Federal Stimulus Funds on the unemployment rate. Discussion followed. Mr. Ted Egan commented on the positive indicators in the economy, however, did note that there are also indicators that San Francisco will not see an end to the recession or a bottoming out of the housing market until the 2nd half of the year.
Workforce Development Strategic Plan	Mr. Dexter Ligot-Gordon presented on findings from Focus Groups and Surveys conducted in the Summer of 2008 about the Labor Market and the condition of the Workforce System in San Francisco. Recommendations for the Strategic Plan will be presented at the next WISF meeting on August 26, 2009. Discussion followed. Ms. Rhonda Simmons commented on the progress and challenges of changing the Workforce System in San Francisco over the past three years with the lack of a blue collar sector and looking at the City of San Francisco's Workforce system with a much broader lens rather than sector by sector. This is now one of the most competitive employment markets in history due to the phenomenon of Seniors, high school graduates, post-secondary graduates and dislocated workers all looking for jobs in the same labor market. Mr. Carlos Garcia commented on SFUSD budget impacts for the next three fiscal years. Ms. Micki Callahan the effect of San Francisco's budget challenges on the City and County of San Francisco as an employer.
Economic Stimulus Funding and Other Workforce Services	Mr. Steven Currie presented the Request for Proposal for Economic Stimulus Workforce Funding and Other Workforce Services (RFP #107).

Discussion followed.

Ms. Darlene Rutkowski asked for clarification on whether the \$3.7 million was already allocated through the Economic Stimulus Funding.

Mr. Michael Dunne commented on leveraging the use of technology companies in the surrounding area.

Mr. Michael Theriault asked about OEWD's expectation was on responses to RFP #107.

Mr. Trent Rhorer commented on the monies being received through the Federal Stimulus Program for subsidized employment.

Ms. Darlene Rutkowski inquired on opening Neighborhood Satellite Centers and the specific dollar amount available for the RFP.

Mr. Michael Theriault recommended that when reviewing the Request for Proposals that OEWD accept that there is overlap between Green Jobs and Construction. Mr. Theriault also asked for clarification around the strategic priorities for RFP #107.

Ms. Sylvia Kwan commented on including employers as stakeholders and constituents in the process.

Mr. Egon Terplan asked for clarification on the number of One-Stops/Neighborhood Workforce Centers that we expect to introduce into the system. Mr. Terplan also asked if there will be collaboration between the Sector Academies and the One-Stops.

Supervisor Ross Mirkarimi commented on being able to gauge the levels of performance of the One-Stop Centers and the Neighborhood Workforce Centers ability to train and enhance skills in the employability of people in the targeted populations.

On motion by Interim Chair, Rob Black, seconded and carried, the WISF Board approved the strategic priorities and granted authorization for the contracting of Workforce services through Request for Proposal # 107 for Economic Stimulus Workforce Funding and Other Workforce Services. The vote was passed with Yes = 26, No = 0, Abstentions = 1. Mr. Tom Ryan, San Francisco Labor Council, abstained from the vote.

Public Comment

Interim Chair, Rob Black's call for public comment yielded the following responses:

Dr. Norma Tecson, Development Center for Children, Youth and Their Families:

Dr. Tecson commented that her organization serves the youth and senior communities of San Francisco and she is looking forward to working with the newly convened WISF Board.

Joe Ramirez-Forcés, Positive Resource Center:

Mr. Ramirez-Forcés commented that he wanted to ensure that the WISF Board is aware that 1,000 people a year zero convert to HIV and 50% of them are unemployed; they represent disparaged communities that are heavily impacted. Reminded that the unemployment rate (for those seeking employment) for people with disabilities is between 18-33%.

Jeronimo Martin, Juma Ventures:

Mr. Martin commented that his organization struggles on providing transitioning support, specifically how to support the youth they serve, after they leave school and go off to college. He acknowledged the challenges with not only providing the services for youth but also the funding for those services.

Joe McKinley, The Stride Center:

Mr. McKinley commented on the challenges of creating consistent relationships with employers to provide jobs for their graduates. He spoke to creating successful partnerships and collaborations with other organizations to create a successful growth model.

Terri Feely, Consultant:

Ms. Feely commented on the disconnect that exists between job seekers and employers. She would like to understand better the rationale for expending additional dollars on another job posting resource in reference to the Screen Match Refr in RFP #107 as there are already several different job hosting sites available.

Carrie Portis, SF Works:

Ms. Portis commented on what government resources exist beyond the Department of Labor and ARRA money. She encouraged the WISF Board to think about Workforce Development more broadly than placement activities.

Troy Henry, Goodwill:

Mr. Henry commented on the regional strategies and whether they should look to organizations outside of San Francisco to place clients in jobs, especially in the IT sector. Mr. Henry also commented on providing a stipend to job seekers as happens under WIA with dislocated workers.

David Bach, LGBT Center:

Mr. Bach commented on the need of a back end delivery system that serves the CBO community that allows them to connect clients with jobs and on the need to serve the aging senior community.

Stephen Chan, Chinatown One-Stop:

Mr. Chan commented that with a budget of \$250,000 they have served clients over 6,000 times and their 3 counselors have counseled clients over 3,000 times. He appealed that they need more support and a larger space in order to better serve the community.

Gary Tom, City College of San Francisco:

Mr. Tom commented on the Green Jobs Initiative and the Allied Health Initiatives that are open only to Community Colleges. He also commented on the disconnect between post-secondary education and employment.

Shirley Melnicoe, Northern California Service League:

Ms. Melnicoe commented on targeting the formerly incarcerated population and providing employment for the formerly incarcerated would save money as they are 2/3 less likely to go back to jail or prison if they have a job.

**Creation of Sector
Subcommittees to Advise the
WISF**

Ms. Rhonda Simmons presented on the creation of subcommittees that will meet between the convening of the quarterly WISF Board Meetings in order to further engage WISF members in the various areas of Workforce Development in the City and County of San Francisco, such as Sector Subcommittees (i.e. Healthcare, Construction, Green, etc.), Federally mandated committees, and various other ad hoc subcommittees.

**Report from the Youth
Council**

Mr. Michael Wald reported on the activities of the Youth Council. The overall mission of the Youth Council, adopted at their first meeting, is that the central goal for youth spending in the City and County of San Francisco is to enable all San Francisco youth to complete High School and obtain a post secondary credential or training. The Youth Council is focusing on the relationship between work experience and education, particularly for 14-18 year olds on how work opportunities bring them back into school and for 18-24 year olds how job training can be connected to education.

Conclusion

Mr. Rob Black, Interim Chair, seconded and carried, adjourned the meeting at 11:18am with a reminder that the next WISF meeting will be held on August 26, 2009.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING OF THE WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, August 26, 2009
Time: 9:00 a.m. – 11:00 a.m.
Location: San Francisco Public Library
Main Branch—Latino Room (Lower Level)
San Francisco, CA 94102

Copies of materials may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

AGENDA APPEARS ON THE REVERSE SIDE

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
City Hall, Room 244

1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683

Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

OTHER ACCOMMODATIONS

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.



If you require special accommodation due to a disability, please call Kriztina Palone at 415-581-2335 or TDD 800-735-2929 (CRS) at least 72 hours in advance.

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AUG 20 2009

Issued: Wednesday, August 19, 2009

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org |
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

SAN FRANCISCO
PUBLIC LIBRARY

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, AUGUST 26, 2009
9:00 A.M. – 11:00 A.M.
SAN FRANCISCO PUBLIC LIBRARY
MAIN BRANCH—LATINO ROOM (LOWER LEVEL)
100 LARKIN STREET, SAN FRANCISCO, CA 94102

Public Testimony will be taken throughout the meeting

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on May 27, 2009 (<i>Action Item</i>)*
3. Director's Report: Rhonda Simmons (<i>Discussion Item</i>) a. Update on City Strategic Plan
4. Jobs Now Update (<i>Discussion Item</i>)*
5. Update on Grants Made Through RFP 107 for Workforce Services (<i>Discussion Item</i>)
6. Committee Reports: a. Youth Council: i. Expand WIA Youth Eligibility Criteria to include former Foster Youth (<i>Action Item</i>)* ii. Adopt quality standards for Youth Workforce Programs (<i>Action Item</i>)* b. Subcommittees of the WISF (<i>Discussion Item</i>)* i. Executive Committee ii. Finance Oversight Sub Committee iii. Program Oversight iv. Sector Subcommittees
7. Adjournment (<i>Action Item</i>)

*Materials Included:

Attach 1- Minutes from Meeting Held on May 27, 2009

Attach 2- Jobs Now Press Release

Attach 3- Memo on Action Item to Extend Eligibility Criteria to Include Former Foster Youth

Attach 4- Memo on Action Item to Adopt Quality Standards for Youth Workforce Programs

Attach 5- Proposed Minimum Quality Standards for Youth Workforce Programs

Attach 6- Memo on Subcommittees of the WISF

**PLEASE NOTE THAT THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, OCTOBER 28, 2009
FROM 9:00AM – 11:00AM
WITH THE LOCATION TO BE ANNOUNCED**

OVERVIEW

Committees of the WISF

This document articulates a framework for the WISF's committee structure. Each committee will be delegated specific decision making and/or advisory authority. The proposed structure will entail some changes to the WISF's bylaws which will be proposed at the October 2009 WISF meeting.

Standing Committees

Executive Committee. The Executive Committee may take action on behalf of the entire board. The Executive Committee oversees and reviews the work of all other committees and hears reports on their progress. This committee is appointed by the Mayor in conjunction with the Chair of the WISF.

Finance Subcommittee. The Finance Subcommittee is established as a subcommittee of the Executive Committee. The Finance Subcommittee monitors and reviews the WISF's budget, prepares recommendations for WIA and other funding streams, reviews audit and other financial reports. This committee develops and approves the Local Plan for Workforce Investment. This committee is appointed by the Chair of the WISF.

Youth Council: The Youth Council will be the primary program and policy body that oversees youth workforce development. The Youth Council will be empowered to approve criteria for youth workforce providers, changes in participant eligibility, setting quality standards, and provide other programmatic oversight over youth workforce services. This committee is appointed by the Mayor in conjunction with the Chair of the WISF.

One Stop Operations and Services. The One Stop Operations and Services committee is the primary program planning and oversight committee of the One Stop. This committee is responsible for recommending and producing an MOU with One Stop Partners. This committee will recommend to the WISF, criteria for workforce providers, changes in participant eligibility criteria, changes in priority populations among others. This committee is appointed by the Chair of the WISF.

Ad-Hoc Committees

Sector Subcommittees The Sector Subcommittees will oversee the Sector Academies that OEWD recently procured through the RFP 107 for Workforce Services. It is recommended that the WISF establish Sector Subcommittees for the Construction, Green Collar Jobs, Health Care, and Social Service sectors. These Sector Subcommittees will provide policy and program recommendations to the WISF that may improve workforce development in the targeted industry. The Sector Subcommittees will identify key needs of the industry including skill requirements, vet and approve a programmatic framework, review training curriculum, identify partnership opportunities, and provide programmatic oversight of any workforce programs related to this industry. This committee is appointed by the Chair of the WISF.



FOR IMMEDIATE RELEASE:

Wednesday, August 12, 2009

Contact: Mayor's Office of Communications,
415-554-6131

***** PRESS RELEASE *****

MAYOR NEWSOM CREATES 1,000 JOBS FOR UNEMPLOYED SAN FRANCISCANS USING FEDERAL STIMULUS RESOURCES

SAN FRANCISCO, CA—Today Mayor Newsom announced a new initiative, JOBS NOW, to put 1,000 San Franciscans back to work using \$25 million in federal stimulus funding. The program began a pilot phase in May and has already placed almost 200 workers.

"Times are tough, so we need to get creative and innovative about how we find people jobs and get them working again," said Mayor Newsom. "These resources come directly from President Obama's stimulus plan and the people that find jobs through this program are the living, breathing proof that stimulus dollars are reaching the people who need the most help."

The American Reinvestment and Recovery Act (ARRA) includes \$5 billion nationwide to create the Temporary Assistance to Needy Families Emergency Contingency Fund (TANF-ECF), which provides federal funds to pay for 80 percent of the costs of subsidized employment programs. California will receive \$1.8 billion in federal funds to pass through to counties for this program.

San Francisco will use almost \$25 million of this federal stimulus funding to significantly expand subsidized employment opportunities for those looking for work, with a goal of placing 1,000 participants in jobs between May 2009 and September 2010.

Specifically, individuals who have a child and an income of less than 200% of the federal poverty level are eligible for the program. The 200% of poverty income limit represents a monthly income of about \$3,000 for a family of three (annual income of about \$36,000). In short, if you are a person who has a child (whether living with you or not) and are unemployed and looking for work, you will be eligible for a job through the JOBS NOW program.

The JOBS NOW program also benefits local employers by providing a pool of qualified workers and by subsidizing 100% of their wages until September 30, 2010 (when the federal funding expires).

JOBS NOW builds upon several successful transitional jobs programs already in place at San Francisco's Human Services Agency (HSA), which are designed to help unemployed individuals address barriers to employment, develop skills, gain work experience and progress toward self-sufficiency. After leaving JOBS NOW, participants will exit the program with a stable employment history, leaving them better positioned to obtain an unsubsidized job when the stimulus period ends.

Participants will be recruited through the Human Services Agency, One Stop Career Centers, community-based organizations and by employers themselves. All potential participants will be referred to HSA and will be screened for eligibility. Interested participants can apply to enroll in JOBS NOW by calling 1-877-JOB1NOW or 311 or by visiting the HSA website at www.sfhsa.org.

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco **GOVERNMENT
DOCUMENTS DEPT**

MINUTES OF THE
AUGUST 26, 2009 MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD
SAN FRANCISCO PUBLIC LIBRARY—MAIN BRANCH
100 LARKIN STREET, SAN FRANCISCO, CA 94102

OCT 23 2009

**SAN FRANCISCO
PUBLIC LIBRARY**

Members Present

Rob Black, Interim Chair
Anne Wegher, Employment Development
Department Northern Workforce Services
Division
Barbara Garcia, San Francisco Department of
Public Health
Darlene Rutkowski, Department of Rehabilitation
Debra Johnson, SFMTA
Diane Easterwood, Kaiser Permanente
Dr. Don Q. Griffin, City College of San Francisco
Egon Terplan, San Francisco Planning and
Research Association (SPUR)
Jane Moyer, Starbucks
Jennifer Hermann,
University of California San Francisco (UCSF)
John McKnight, LVI Environmental Services
Kent Lim, Kent Lim Construction

Mary Ruth Gross, SEIU UHW-West & Joint
Employer Education Fund
Michael Theriault, San Francisco Building and
Trades Council
Michael Wald, Stanford University
Micki Callahan, Department of Human Resources
Nicholas de Lorenzo, National Council on Aging
Paul Giusti, NorCal Waste
Rodrigo Santos, Santos Urrutia Structural
Engineering
Sheila Wells O'Mahoney, UPS
Sylvia Kwan, Kwan Henmi
Ted Egan, San Francisco Office of Economic
Analysis
Tom Ryan, San Francisco Labor Council
Jim Buick (for Trent Rhorer), Human Services
Agency

Members Absent

Carlos Garcia, San Francisco Unified School
District
Debra Higa, Palace Hotel
Michael Dunne, Hilton Hotels
Reuben Santana, Rubecon Construction
Rito Andujo, Macy's West

Ross Mirkarimi, San Francisco Board of
Supervisors
Sophie Maxwell, San Francisco Board of
Supervisors
Steve Leder, Pacific Gas & Electric

OEWD Staff

Rhonda Simmons, Director, Workforce
Development
Amy Wallace, Workforce Development Division
Deputy Director
Betsy Baum, Workforce Development Manager
Dexter Ligot-Gordon, Workforce Policy Analyst
Glenn Eagleson, Director, Policy and Planning
Guillermo Rodriguez, Director, CityBuild

Kriztina Palone, Business Services Specialist
Marc Majors, WIA Program Manager
Monique Forster, Administrative Assistant
Nikki Ford, Administrative Assistant
Steven Currie, Workforce Policy Analyst
Virginia Ho, Executive Administrator

Public

(As Evidenced by the Sign-In
Sheet)

Ruth Kavanagh, EDD
Ina Kupriyanova, California Security Institute
Vance Wharton, California Security Institute
Jerry Bernstein, Lighthouse for the Blind
Joe Ramirez-Forcics, PRC
Queen Lu, Mission Hiring Hall
Carrie Portis, SF Works
Michael Klinger, Reentry Council
Liz Jackson-Simpson, YGCIC
Phyllis McGuire, CCSF
Ahtop Boz, San Francisco State University
Steve Bingham, Bay Area Legal Aid
Shirley McIncoe, Northern California Service
League
Chris Reya, Ella Baker Center

Melissa West, SF Acom
Howard James
Redford Salmon, Treasure Island Job Corps
Lili Morales, Mission Hiring Hall
Matt Poland, PEP Jobs
Reginaldo Woods, Up from Darkness
Tom Lauchenauer, S.F. Electrical JATC
Emily Chea, Charity Cultural Services Center
Jennie Mollica, JVS
Ali Schlageter, Local Homeless Coordination
Board
Chinaka Hodge, Geneva Car Barn
Cameron McHenry, SHEC
Terri Feeley
Aaron Winters, Upwardly Global

Troy Henry, Goodwill
Homer Terry, Chinatown Families Economic
Self-Sufficiency Coalition
Suom Propa, San Francisco State University
Mario Yedidia, SF Youth Commission
Abby Snay, JVS

Wilhelmina Parker, Treasure Island Jobs Corps
Andrew Russo, SF Family Support Networks
Antonio Tom, Charity Cultural Services Center
Jodi Schwartz, LYRIC
Nicole Avril, Geneva Car Barn
Rodney Hampton, Glide

Roll Call	Rob Black, Interim Chair, called the meeting to order at 9:10am
Agenda	On motion by Mr. Rob Black, seconded by Ms. Micki Callahan and carried, the WISF Board adopted the agenda amended as follows: Item 6a: Youth Council Committee Report: i. Expand WIA Youth Eligibility Criteria to include Former Foster Youth (<i>Action Item</i>) ii. Adopt quality standards for Youth Workforce Programs (<i>Action Item</i>) to be moved up on the agenda and presented after Item 3: Director's Report.
Minutes	On motion by Ms. Debra Johnson, seconded by Ms. Mary Ruth Gross and carried, the WISF Board approved the meeting minutes of the May 27, 2009 meeting as circulated.
Director's Report	Ms. Rhonda Simmons gave an update on Workforce Development for San Francisco since the last WISF meeting on May 27, 2009. Ms. Simmons commented on San Francisco's slow climb out of the recession with one of the chief indicators being that the Rapid Response layoff notices are stable despite a three fold increase in 2009. Ms. Simmons reported on the Stimulus funds that were received for our Summer Youth Employment Program, employing an additional 450 youth particularly between the ages of 18 - 24 years, with further Stimulus funds being used in year round Youth Employment Programs.
Youth Council Committee Report	Mr. Michael Wald, Chair of the Youth Council, reported that the Youth Council focuses on WIA money that is directed to youth, generally ages 14-21, however under ARRA youth are being covered up to 24 years of age. The Youth Council focuses on workforce projects that can support 14-18 year olds that are in High School and youth ages 18-24 that are struggling to make it in the labor force. The overarching framework of the Youth Council is to emphasize education as preparation for entering into the labor force. The central goal of the funding is to make it more likely for youth to graduate from the San Francisco Unified School District, as of now statistics show that 15-25% of students drop out. The Youth Council is looking at how to spend citywide workforce dollars to ensure that everyone graduates and enters into the workforce better prepared.
Expand WIA Youth Eligibility to Include Former Foster Youth	Mr. Michael Wald moved, seconded by Ms. Micki Callahan, that WIA Youth Eligibility be expanded to include Former Foster Youth. Discussion Followed. Ms. Jane Moyer asked for clarification around the decision making process for matters pertaining to Youth Council Ms. Rhonda Simmons clarified that the WISF Board is currently the decision making body, however, a proposal will be made at the next WISF meeting to change the bylaws of the WISF Board in order to hand over authority to the Youth Council. Mr. Michael Theriault, asked if Former Foster Youth is subsumed under emancipated youth, then what is to be gained by changing the definition? Mr. Michael Wald responded that emancipated youth is a legal definition for individuals under the age of 18 that have become emancipated by the court. Ms. Diane Easterwood asked for clarification as to how this request to include Former Foster Youth differed from category number 6 in Attachment 3 'an individual (including a youth with a disability) who requires additional assistance to complete and educational program, or to secure employment'? Mr. Glenn Eagleson responded that including Former Foster Youth gives definition to someone that

needs special assistance which will in turn make them easier to serve.

Mr. Egon Terplan, commented that anyone that is between the ages of 21-24 years of age, once ARRA funds run out, will no longer be eligible for services and asked if there was anything being done to continue service to this population?

Mr. Michael Wald responded that the use of County funds can be used to continue serving these populations and in fact there are already many services in place.

Ms. Jane Moyer asked for clarification around the size of the population this would affect.

Mr. Glenn Eagleson responded that in terms of Former Foster Youth this would affect around 600-700 youth in San Francisco.

Mr. Rob Black's call for public comment yielded no response.

On motion by Mr. Michael Wald, seconded by Ms. Micki Callahan and carried, the WISF Board approved to expand WIA Youth Eligibility to include Former Foster Youth. The vote was passed with unanimous support.

Adopt Quality Standards for Youth Workforce Programs

Mr. Michael Wald, Youth Council Chair, presented on the Youth Council's memo requesting the WISF Board Adopt Quality Standards for Youth Workforce Programs. The Youth Council memo proposes to adopt both threshold quality standards; which are minimal quality standards that organizations will need to show in order to apply for funding and weighted quality standards which are to be used in rating or comparing organizations.

Mr. Wald noted that these Quality Standards are only recommendations to all other departments; therefore, City agencies would not be required to use these minimum quality standards.

Mr. Michael Wald moved, seconded by Ms. Barbara Garcia, to adopt quality standards for youth workforce programs.

Discussion followed.

Ms. Micki Callahan asked for clarification as to whether these standards would be used to determine the success of the program?

Mr. Michael Wald responded that the success of a program would be left up to the outcomes that the agency adopts.

Ms. Barbara Garcia commented that it is important to ensure that the monitoring reflect these standards.

Mr. Michael Theriault, inquired as to the rationale for making academic learning a weighted standard?

Mr. Michael Wald responded that as there isn't a single set of accepted tools by which to measure Academic Learning the Youth Council felt that it was more important to focus on capacity building before it could be considered as a threshold standard.

Mr. Michael Theriault commented that in a year or two the WISF Board should revisit the two standards under Academic Learning and consider making them threshold standards.

Mr. Egon Terplan commented that the threshold requirements be open to less interpretation by the organization and that there are consistent monitoring criteria.

Mr. Rob Black's call for public comment yielded the following response:

Mr. Joe Ramirez-Forcés, Positive Resource Center, commented that organizations should be accredited, or moving towards accreditation, if the WISF Board and Youth Council are seeking a standard based approach.

Mr. Steve Bingham, Bay Area Legal Aid, commented that he was concerned that some of the smaller organizations would not have the capacity to meet the minimum quality standards and that the implementation of these standards would mean that only larger organizations would be able to compete

for funding; which would lead to the disappearance of smaller organizations.

Mr. Andrew Russo, Family Support Network, commented that in addition to the creation of standards it is also important to have indicators of minimum quality and high quality services, to adopt the standards universally, train organizations to meet those standards, and create a review process.

On motion by Mr. Michael Wald, seconded by Ms. Barbara Garcia and carried, the WISF Board voted to adopt Minimum Quality Standards for Youth Workforce Programs. The vote passed with unanimous support.

Jobs NOW Update

Mr. Jim Buick, from the Human Services Agency (HAS), presented on San Francisco's federally subsidized employment program, known as Jobs NOW, which is funded through the American Recovery and Reinvestment Act (ARRA) dollars. The program's target is to subsidize the hiring of 1,000 San Francisco residents between now and September 30, 2010. Eligible clients for Jobs NOW are San Francisco families who are 200% of the federal poverty level; which is around \$36,000/year or \$3,000/month for a family of three.

The Jobs NOW program is looking to place people in the public, non-profit and private sectors. For City department placements, the federal dollars will provide up to 80% of the salary for the employee, with the City department as the employer, providing a 20% local match of the salary. For a private sector or non-profit employer, 100% of the wages are reimbursed and the employer is only responsible for matching 20% of the salary through payroll, FICA taxes and health benefits, supervision costs, etc. The wage cap is currently set at \$75,000/year but it is possible to go beyond that wage cap on a case by case basis as employers are expected to pay prevailing wage.

Discussion followed.

Ms. Rhonda Simmons commented that if an individual has been unemployed for 1 month they then fall within the 200% of federal poverty guidelines. This opens up the range of those that can be served with the stimulus funds beyond Cal-Works clients.

The challenge for all counties and municipalities is to get systems in place in order to move the ARRA money in order to get people into jobs and spend the money that the federal government has provided the state; which is \$1.2 Billion for California and a total of \$5 Billion for the entire country.

Mr. Ted Egan asked for clarification around where the 20% match would come from; local government or from the private employer?

Mr. Jim Buick responded that the 20% match would come from local government and in addition the supervision of the benefits would come from local government.

Mr. Ted Egan asked for clarification around who is eligible for the JobsNOW program.

Mr. Rob Black responded that the requirements for eligibility are that the family has to be at 200% of poverty per federal poverty guidelines, however, the salary to be paid can be much higher than the \$36,000 per year.

Mr. Jim Buick responded that there needs to be a minor child, either as a custodial or non-custodial parent.

Ms. Rhonda Simmons commented that this money is not an allotment but a draw down.

Mr. Tom Ryan inquired as to how priorities of populations to be served are to be determined?

Mr. Jim Buick responded that there is no cap on how many can be served; therefore, as long as they are eligible they will be hired.

Ms. Rhonda Simmons commented that we are trying to figure out a triage system in order to determine where to send eligible clients. This triage will be based on some sort of assessment that will determine the different levels of recruitment whereas high skilled individuals will likely be placed with private sector employers and mid to low skilled individuals will be placed into an existing CBO training model. This provides us an opportunity to find different ways to get these populations skilled up.

Ms. Darlene Rutkowski inquired as to whether there are any child care services associated with this?

Mr. Jim Buick responded that if the family is involved with Cal-Works there are child care services available, however if they are outside of that they are working on alternative solutions for eligible clients that are not on Cal-Works.

Ms. Sylvia Kwan commented that having the minor child presents a challenge since as a private employer she has been very careful not to layoff anyone with a family; which as a result means that anyone laid off was single and makes them ineligible for JobsNOW.

Mr. Jim Buick responded that they will not substitute the salary of an ongoing employee with stimulus money. He also stated that they are willing to pay above the \$75,000/year salary on a case by case basis and it is open to any types of jobs. Employers are allowed to identify eligible clients to forward along to JobsNOW and don't have to wait for a referral.

Mr. Egon Terplan commented that this may very well be an opportunity to further current social service policies, such as solar initiatives and street repair. Also, what happens after 2010?

Ms. Micki Callahan commented that those hired in city jobs know that the jobs are time limited, Temporary Exempt, and they are subject to layoff after September 2010. However, the hope is that they are gaining job skills and experience, fill subsequent openings for permanent exempt jobs, and will be part of some succession planning.

Ms. Rhonda Simmons commented that there are challenges, however, it buys time for people who are without jobs and it puts money into people's pockets for another year. This economy is just quarter by quarter and there are no predictions.

Mr. Michael Wald commented that there should be some thought around prioritizing categories of people for eligibility, such as focusing on people that have exhausted unemployment benefits.

Mr. Ted Egan commented that this money could be from now until next September could be a huge economic stimulus and could very well keep our economy afloat or bring it back.

Mr. Rob Black's call for public comment yielded the following response.

Ms. Carrie Portis, SF Works, commented that SF Works and the SF Chamber will be hosting a panel for businesses on September 1st that will feature the JobsNow program.

Mr. Steve Bingham, Bay Area Legal Aid, wanted to clarify that the employer does not have to be from San Francisco.

Ms. Liz Jackson-Simpson, YMCA San Francisco, hoping that there are projects that we could point to that will build skills and are sector driven. Also, what about healthcare; which is a huge cost especially to non-profits. Will Cal-Works clients still have access to their healthcare benefits?

Mr. Jim Buick responded that yes, current Cal-Works clients will have access to both health and childcare benefits.

Update on Grants Made Through Request for Proposal (RFP) #107 for Workforce Services

Ms. Amy Wallace presented an update on the grants made through Request For Proposal (RFP)#107, the "Super RFP", for workforce services. Overall, 63 proposals were received with a total request for funding of \$28 Million, above what was able to be funded.

The centerpiece of the RFP was the Sector Academies; which has a goal of training and placing 1,000 jobseekers over the next two years. Specifically the Construction Academy has a goal to train/and or place 200 jobseekers for entry level construction jobs, the Green Skills Academy to train/and or place 275 jobseekers, the Healthcare Academy to train/and or place 200 jobseekers, and the Social Services Academy to train/and or place 350 jobseekers.

Additionally, RFP #107 funded Enhanced Business Services for On the Job Training & Employer Outreach to work with employers to place around 100 jobseekers, a Skilled Worker Assistance Team to connect 1000 mid-high skilled unemployed workers with workforce services.

RFP #107 funded Youth Services via SF RAMP to provide support for 250 youth to enter into employment, Youth Education Bridge Services to prepare and connect 200 youth and young adults to low basic skills attainment, Targeted WIA Youth Services to provide 150-200 youth with WIA youth

services, and a Youth One-Stop Navigator to increase number of youth served at One Stop centers by 30%.

Discussion followed.

Ms. Darlene Rutkowski inquired about the amount each organization was awarded.

Ms. Amy Wallace responded that OEWD was still in negotiations as to specific dollar amounts and that a full package of award amounts would be presented at a future meeting.

Mr. Egon Terplan asked for clarification around the collaborations that were awarded as Sector Coordinators for the Sector Academics.

Ms. Rhonda Simmons commented that the collaboratives are an attempt to address the diversity of San Francisco, as it is a challenge to find one CBO that can cover the whole of San Francisco.

Ms. Sylvia Kwan asked for clarification around mid to high skilled trainings offered in the SWAT.

Ms. Amy Wallace responded that the idea was to align and prioritize around the four sectors and use the information from the Rapid Response team to feed the pipeline of workers in order to capitalize and leverage our training capacity.

Mr. Tom Ryan inquired about which piece would be responsible for placement.

Ms. Amy Wallace responded that the Sector Coordinator and Vocational Skill Provider, except with the Construction and partly the Green Skills Academics.

Mr. Rob Black's call for public comment yielded the following response.

Ms. Abby Snay, JVS, commented that she wanted to congratulate Ms. Simmons on achieving a Sector Strategy for the City.

Ms. Shirley Melnicoe, Northern California Services League, commented that this was the most convoluted RFP she had ever seen, expressed concern that the RFP made them be generalists, and that it allowed a few large players to do most of the work.

**Presentation on
Subcommittees to the WISF**

Ms. Rhonda Simmons presented on the proposed layout of the subcommittees to the WISF; which are the Executive Committee, Finance Oversight Subcommittee, Program Oversight and Sector Subcommittees. The idea is to engage all members of the WISF Board through the committee structure by sector in order to better prepare these populations, especially the business representatives at the table.

Public Comment

Ms. Phyllis McGuire, City College of San Francisco announced that City College of San Francisco has been successful in securing a grant from the Gates foundation called Gateway to College and will be launching their first semester co-hort.

Conclusion

On motion by Mr. Rob Black, seconded and carried, adjourned the meeting at 11:05am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, October 28, 2009
Time: 9:00 a.m. – 11:00 a.m.
Location: Hotel Whitcomb
Ghiradelli Room
1231 Market St
San Francisco, CA 94103

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Copies of materials may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

**KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

OTHER ACCOMMODATIONS

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.



To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact Kriztina Palone, Secretary to the WISF at 415-581-2335 or TDD 800-735-2929 (CRS), at least two business days before the meeting.

Issued: Wednesday, September 30, 2009

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org |
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF RULES CHANGE OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, October 28, 2009

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
Ghiradelli Room
1231 Market St
San Francisco, CA 94103

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF RULES CHANGE
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, October 28, 2009
Time: 9:00AM
Location: TBA

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Issued: Monday, September 28, 2009

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

BYLAWS

of

Workforce Investment San Francisco Board

February 1, 2001

(Amended April 11, 2001)

(Amended November 20, 2002)

(Amended April 21, 2004)

(Amended October 20, 2004)

1.0 Name & Definitions

1.1 Name

The name of the organization shall be Workforce Investment San Francisco ("WISF").

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1.2 Definitions

The following terms and their definitions shall apply to these Bylaws:

- a. The Workforce Investment Act of 1998, 28 USC Sections 2801, et seq., is referred to herein as "the Act" or "the WIA."
- b. The certified local Workforce Investment Board of San Francisco is referred to herein as "the LWIB."
- c. Individuals who serve on the LWIB are referred to herein as "Members."
- d. The secretary of the LWIB is referred to herein as "the Secretary."
- h. The Mayor of the City and County of San Francisco is referred to herein as the "the Chief Local Elected Official (CLEO)."
- i. The working partnership, as described in the Master Partnership Agreement, between the LWIB and the CLEO is referred to herein as the "Partnership."

2.0 Mission Statement

The purpose of Workforce Investment San Francisco (WISF) is to design and implement a workforce development system that prioritizes scarce employment and training resources in conformance with the Workforce Investment Act of 1998, 29 U.S.C. §§ 2801, et seq. and other appropriate legislative and policy authorities. LWIB shall: 1) create meaningful opportunities for employment skills development; 2) coordinate and enrich workforce development plans and activities with other supportive service needs; 3) integrate current services to provide universal access to career and labor market information; 4) provide quality services and resources to employers, job seekers and other stakeholders to ensure full employment in jobs that pay enough to sustain healthy families; and 5) leverage both public and private resources to fulfill these goals.

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3.0 Membership of the Certified Local Workforce Investment Board

3.1 Appointments, number & classes

The Mayor, in conformance with the Act, the certified state and local plans, appoints ~~members~~ of LWIB from among individuals meeting ~~Membership~~ criteria.

3.2 Classes of voting Members

The LWIB shall be composed of the following classes of voting Members:

- a. Representatives of business in the local area who:
 - 1) Are owners of businesses, chief executives or operating officers of businesses and other executives or employers with optimum policy-making or hiring authority;
 - 2) Represent businesses with employment opportunities that reflect the employment opportunities of the local area;
 - 3) Are appointed from among individuals nominated by local business organizations and business trade associations

A majority of the Members shall be from this class.

- b. Representatives of local educational entities including educational agencies, school boards, entities providing adult education and literacy activities, the community college and other postsecondary educational institutions selected from individuals nominated by regional or local educational agencies, institutions or organizations representing such entities.
- c. Representatives of labor organizations nominated by local labor federations.
- d. Representatives of community-based organizations.
- e. Representatives of public and private sector economic development agencies.
- f. Representatives of the each of the One-Stop partners as required in the Act.

3.3 Other Members

The Membership of the LWIB may include other individuals or representatives of entities as determined appropriate by the CLEO.

3.4 One Vote

All Members shall have one vote regardless of the number of ~~Membership~~ class definitions a ~~Member~~ meets. *Votes by proxy or by representatives other than the Member shall not be valid.*

3.5 Appointment

The authority to appoint Members to the LWIB rests with the CLEO and is not a shared function of the LWIB.

3.6 Term of appointment

The regular term of appointment of each Member shall be two (2) years, expiring on January 31st of every other year or until a successor is appointed by the ~~CLEO~~, whichever occurs last. However, the initial term for not more than 50% of the Members appointed in ~~January 2009~~, randomly selected, shall be

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one (1) year so that only 50% of the Members are replaced or re-appointed at one time. Thereafter all terms shall be 2 years.

3.7 Resignation of Membership

Any Member may resign from Membership by submitting written notice to the Secretary and to the CLEO at least thirty (30) days prior to the effective date of the resignation.

3.8 Removal from Membership

Any Member may be recommended for removal from Membership by a vote of two-thirds of the Members present and voting.

Reasons for removal may include failure to attend at least half of the regularly scheduled meetings of the LWIB during the twelve-month year (February 1 – January 31), or a failure to attend three (3) consecutive meetings.

Once the LWIB has voted to recommend removal of a Member, the following procedures shall be followed:

- a. A notice shall be sent by prepaid first class or registered mail to the most recent address of the Member, as shown on the LWIB's records, setting forth the action to be taken, the reasons for the action, and the date, time and place of the hearing provided for in this section. Such notice shall be sent at least fifteen (15) days before the proposed effective date of termination.
- b. The Member proposed for removal shall be given an opportunity to be heard, either orally or written, at a hearing to be held not fewer than five (5) days before the effective date of the proposed removal. The hearing will be held before the LWIB.
- c. Following the hearing, the LWIB shall decide whether or not the Member should be removed. The decision of the LWIB shall be final.

3.9 Vacancies

If a vacancy should occur through normal expiration of the term of appointment or for other reasons, a replacement will be appointed by the CLEO. Where the vacancy is in an unexpired term, the appointment shall be for the remainder of the term.

3.10 Annual Statement of Economic Interests

Members have the duty of submitting to the Secretary, upon their appointment to the LWIB, and annually during their Membership, a completed and signed Statement of Economic Interests and any other documents required by federal, state or local laws governing conflicts of interest.

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4.0 **Officers of the Certified Local Workforce Investment Board**

4.1 Number of Officers

The Officers of LWIB shall consist of a Chairperson, Vice Chairperson, Secretary and Treasurer. A Member who is also a representative of business must fill the office of Chairperson. Any class of Member may fill the office of Vice Chairperson. The office of Secretary may be filled by a Member or from the

Staff. The LWIB may also have other Officers as may be appointed by the Executive Committee, or with authorization from the Executive Committee, by the Chairperson or some other Officer.

4.2 Chairperson

- a. The Chairperson shall ~~be elected by the LWIB~~, from among the ~~persons~~ described in Section 3.2a. The Chairperson shall preside at all meetings of the Executive Committee and the LWIB.
- b. The CLEO and Chairperson shall make all appointments to Executive Committee, and the Youth Council, the authority for which is not otherwise designated in the Act. The Chairperson shall make appointments to other committees.
- c. The Chairperson shall serve as an ex-officio ~~Member~~ of all committees, with full voting privileges.
- d. The Chairperson shall approve signatories for bank accounts and contracts.

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4.3 Vice Chairperson

The Vice Chairperson shall ~~be elected by a majority of the Members of the Executive Committee~~, and shall act in the place and stead of the Chairperson in the event of the Chairperson's absence, in ability or refusal to act, and when so acting shall have all the powers of, and be subject to all the restrictions upon, the Chairperson.

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4.4 Secretary

~~The Secretary shall be appointed the Director of Workforce Development.~~ Unless otherwise determined by the Executive Committee or the Director of Workforce Development, the Secretary shall have the following powers and duties:

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The Treasurer shall be responsible for fiscal monitoring and oversight.

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- a. The Secretary shall attend all meetings of the LWIB and the Executive Committee and shall record all votes and the minutes of such meetings, to be kept at all times in accordance with state and local public meeting laws. The Secretary shall provide for the recording of all votes and proceedings of Standing Committees.
- b. The Secretary shall at all times keep the original copy of the agendas and minutes of LWIB and Executive Committee meetings, Bylaws and other business records of LWIB.
- c. The Secretary shall give and document such notices as required by state and local public meeting access laws and these Bylaws.

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5.0 Committees of the Certified Local Workforce Investment Board

5.1 Guiding principles

- a. The Standing Committees shall:

1. Conduct public hearings and take public testimony when needed to ensure that all viewpoints are considered, and in all cases when required by statute or regulation.
 2. Provide the LWIB with readily available expertise regarding the policies and direction of the LWIB.
 3. Review staff recommendations with appropriate public hearings and advise the LWIB and the Executive Committee regarding action to be taken.
 4. Provide for broad community participation in LWIB activities.
- b. Members of the Committees who are non Members of the LWIB as set forth in section 3.0, above, shall be voting Members of the Committee, but shall not be voting Members of the LWIB.
- c. It shall be the responsibility of each committee to establish its schedule for meeting and to ensure that all interested parties are provided with adequate notice of such schedules in conformance with public meeting laws. Committee Chairpersons may delegate such responsibilities to Staff.

5.2 Executive Committee

The Executive Committee shall be comprised of not more than eleven (11) Members of LWIB. The total number of Members appointed, if less than eleven (11), shall be either seven (7) or nine (9). This committee shall review the work plans of other committees, ensure coordination of the work of all committees and hear reports on their progress. This committee is authorized to act on behalf of LWIB and all action taken on behalf of LWIB shall be subsequently presented to LWIB for consideration. This committee shall hear, review and refer matters for action from other committees to LWIB as Consent Calendar item, see Section 7.2.

The Executive Committee shall appoint a Finance Subcommittee. The Finance Subcommittee shall be responsible for reviewing and advising, the Executive Committee and the LWIB on financial matters including: (1) monitoring and reviewing LWIB budgets and expenditures; and (2) preparing recommendations for WIA and other funding sources within workforce development system. The Finance Subcommittee shall be chaired by a Member currently serving on the LWIB, shall consist of a majority of Executive Committee Members, shall include a Program and Service Oversight Committee Member, and shall not exceed five Members.

5.3 Program and Service Oversight Committee

This committee shall have a chairperson who is a Member of the LWIB and shall include a Staff person as a non-voting Member. The number and source of additional Members shall be determined the LWIB Chairperson and the committee chairperson. The Membership of the committee shall be not less than five (5) and not more than seventeen (17).

This Committee shall be responsible for reviewing and advising, the Executive Committee and the LWIB on policy and funding recommendations for programs and services for adult job seekers. This Committee shall develop and

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recommend portions of the San Francisco Local Plan for Workforce Investment and Development as required by various federal, state, and local agencies, relating to adult services, including service delivery methods. This Committee shall develop and recommend program plans, eligibility requirements, priority of services, and design and solicitation criteria for adult job seekers. This committee shall prepare recommendations for local criteria for the Eligible Training Provider List (ETPL). Subcommittees of the Program and Service Oversight Committee shall be appointed by the LWIB Chairperson and this Committee Chairperson and may include special populations, e.g. refugees, homeless persons.

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This Committee shall be responsible for the research and evaluation tasks of the LWIB. These tasks shall include responsibilities for the review of and advice regarding the overall quality of programs authorized by the LWIB. These tasks include assistance in developing a robust capacity driven by federal mandates, best practices and employer needs through analysis and assessment of programs for job seekers and employers, capacity of service providers, relative success and significance of interventions to move people in San Francisco to high skill, high wage employment.

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This Committee shall oversee the One-Stop San Francisco (OSSF), the local One-Stop System, including monitoring operations of OSSF; of the facilities (centers and satellite locations) and the systems (technology, personnel staffing and training). This committee shall be responsible for recommendations regarding the Memoranda of Understanding with One-Stop Partners as required by the Act, and for development of marketing strategies for OSSF

5.4 Youth Council

a. Membership

This committee shall have a chairperson who is a Member of the LWIB and shall include a Staff person as a *non-voting Member*. The *Membership* of the committee shall be not less than fifteen (15) and not more than twenty-nine (29). The Youth Council shall be appointed by the LWIB in cooperation with the CLEO, and shall include:

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1. *Members* of the LWIB with special interest or expertise in youth policy;
2. representatives of youth service agencies, including juvenile justice and local law enforcement agencies;
3. representatives of local housing authorities;
4. parents of youths seeking assistance from LWIB programs;
5. individuals, including former participants, and representatives of organizations, that have experience relating to youth activities;
6. representatives of the Job Corps, as appropriate.
7. other individuals or representatives of entities as determined appropriate by the LWIB in cooperation with the CLEO.

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b. Duties

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1. Develop portions of the Local Plan relating to eligible youth;

3. Develop, approve and recommend the design and solicitation criteria for youth services and activities; and
3. Conduct oversight with respect to the eligible providers of youth activities
4. Coordinate youth activities as authorized in the Act.
5. Other duties determined appropriate by the Chairperson of the LWIB.

5.5 Sector Committees

The Chairperson shall establish Sector Committees that include employers and other key industry stakeholders. These Committees shall provide recommendations to the WISF to direct workforce services to meet the needs of the targeted industry. These Committees shall also advise job training academies and other workforce services designed to serve the targeted industries.

5.6 Other Committees

From time to time, the Executive Committee may establish Ad Hoc Committees or Task Forces to accomplish specific projects. The need for such committees will be determined by the Executive Committee, along with their composition, structure and structure.

5.7 Term of appointment

Unless otherwise specified in the request to serve as a Member of any committee, the term of appointment will be one (1) year. Each year, after the election of Officers of the Council, the Chairperson shall review all committee assignments and will issue new letters of appointment.

6.0 Meetings of the LWIB & Executive Committee

- 6.1 Agenda: The Agenda shall be set by the Director of Workforce Development in consultation with the Chairperson. Members may request that an item be placed on the agenda through the Chairperson.

6.2 Regular Meetings

- a. LWIB: Regular meetings of the LWIB shall occur at least once in each calendar quarter. Executive Committee meetings may be held in conjunction with meetings of the LWIB. The future schedule of meeting dates and locations may be determined by the Executive Committee and will be published annually no later than November 30. Notice of any change to scheduled dates and locations will be delivered to Members at least ten (10) days in advance of the meeting.
- b. Executive Committee: The Executive Committee shall meet at least four (4) times per year.
- c. Other Committees: Other Committees shall establish a regular meeting schedule in accordance with its particular function.

6.2 Special meetings

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Subject to approval of the LWIB and in conformance with the requirements of the Act.¶

develop, approve and recommend the design and solicitation criteria for youth services and activities; and¶
conduct oversight with respect to the eligible providers of youth activities.

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This committee shall have a chairperson. [1]

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- a. **LWIB:** A special meeting of the LWIB may be called by the Chairperson or by the Executive Committee. In addition, five percent or more of the Members may call a special meeting of the Members for any lawful purpose.
- b. **Executive Committee:** The Chairperson, the Vice-Chairperson or any two Directors may call special meetings of the Executive Committee. The President after consultation with at least one Director may also call a special meeting.

6.3 Notice of meetings

Notices of LWIB or Executive Committee meetings shall include the date, time and location of the meeting as well as an agenda containing a brief, concise and non-technical description of items to be considered, in conformance with public meeting laws.

- a. **Regular meetings**
Written notice of all regular meetings of the LWIB or Executive Committee shall be sent to Members not less than seven (7) days before the date of the meeting, provided the notice is mailed with first-class postage, or by facsimile or e-mail. Any such notice shall be deemed to have been given at the time when delivered personally or deposited in the mail or sent by other means of written communication.
- b. **Special meetings**
A written notice of the time and place of special LWIB or Executive Committee meetings shall be delivered personally to each Member by facsimile or e-mail, telegraph or first-class mail, with charges prepaid, addressed to the Member as it is shown on such records of the LWIB, or, if it is not so shown on such records or is not readily ascertainable, at the place at which the meetings of the LWIB are regularly held. In case such notice is mailed, it shall be deposited in the United States mail at least four (4) days prior to the time of the holding of the meeting. In case such notice is delivered personally by facsimile or e-mail, it shall be so delivered at least seventy-two (72) hours prior to the time of the holding of the meeting.
- c. **Public notice**
The Secretary shall provide copies of notices for all regular and special LWIB or Executive Committee meetings to interested parties, and see that the notices are posted in the San Francisco Public Library, on the Office of Economic and Workforce Development website, at the meeting location, and in a location freely accessible to Members of the public at least seventy-two (72) hours before the meeting.

Explanatory documents referred to in the notices will be made available for public inspection at the Workforce Development office during normal business

Deleted: In addition, the agenda or its attachments shall include: the general nature of a proposal, if any, to take action when approval of the Members is required, amendment of these Bylaws, and such other matters, if any, as may be expressly required by state and local public meeting laws.

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hours, and posted on the Office of Economic and Workforce Development website with the agenda.

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6.4 Quorum

No action may be taken at a meeting that lacks a quorum.

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- a. Constitution of a quorum
 1. LWIB: At all meetings of the LWIB, presence of nineteen (19) Members shall constitute a quorum, provided that at least half of those present are business representatives.
 2. All Committees: The presence of a majority of the Members at a meeting of each committee shall constitute a quorum.
- b. Failure to achieve a quorum
When a quorum is not achieved, neither the LWIB nor any of its committees may take action on agenda items. However, Members may remain to discuss matters of their choosing with the public, and those proceedings may be presented at a subsequent meeting so that they form part of the subsequent meeting's records.

6.5 Public testimony on agenda items

Public comment is required before action can be taken on an agenda item. The Chairperson may limit time for the public testimony to three (3) minutes per individual.

Deleted: Time shall be set aside on the agenda at the beginning of a LWIB or Executive Committee meeting for public testimony concerning matters on the published agenda for the meeting

6.6 Public testimony on other matters

Time shall be scheduled on the meeting agenda, after conclusion of other business and prior to adjournment, for public testimony on matters appropriate to the responsibilities of the LWIB but not stated on the agenda. The Chairperson may limit time for the public testimony to three (3) minutes per individual.

6.7 Action on items not on the agenda

Action shall not be taken at any meeting on items not on the agenda except in emergencies or unless Members find that failure to act would threaten serious injury to the public interest, in conformance with public meeting laws. The Executive Committee shall adopt a resolution specifying the nature of the emergency or the threat of serious injury to the public interest, and shall offer Members of the public in attendance the opportunity to give testimony.

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7.0 **Voting by Members**

7.1 Procedures

All Members may make motions and vote except as restricted by these Bylaws. Each Member shall be entitled to one vote on each matter submitted to a vote of the LWIB or to a committee.

Voting at a meeting of the LWIB or Executive Committee may be by voice, show of hands or by ballot.

7.2 Consent Calendar

The Executive Committee may present recommendations for action to the LWIB on a Consent Calendar. Notice of Consent Calendar recommendations shall be provided with notice of meetings pursuant to section 6.3 of these Bylaws. Each Member shall be entitled to affirm the action or to oppose the action to adopt the Consent Calendar recommendations.

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Each Member shall review the Consent Calendar recommendations. A Member shall notify the WISF Board Chief of Staff, no later than seventy-two (72) hours preceding the meeting to remove any items from the Consent Calendar for which the Member cannot render a vote of yes or no. Any item so removed from the Consent Calendar shall be placed on the same meeting agenda for later action to include a full discussion and vote.

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7.3 Restrictions

- a. No Member shall vote on, or participate in the discussion, concerning any portion of a plan, a contract, a subcontract, or any other matter regarding the provision of services by such Member, or an entity represented by such Member, or that would provide financial benefit to the Member or to the immediate family of such Member.
- b. No Member may engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State Workforce Investment Plan.
- c. No Member may engage in any other activity that would violate federal, state, or local conflict of interest laws.

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If a quorum is present, the affirmative vote of a majority of the voting power represented and voting at the meeting (which affirmative veto also constitutes a majority of the required quorum) shall be the act of the Members, unless the vote of a greater number, or the same number after disqualifying one or more Members from voting, is required by federal, state or local law, or these Bylaws.

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7.4 No Abstentions

All Members are required to vote unless excused from voting by a motion adopted by a majority of the Members present, or unless voting on the matter would violate the restrictions of Section 7.3 of these Bylaws.

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8.0 Amendments to & matters not addressed in the Bylaws

The Bylaws may be amended at any meeting of the Members at which a quorum is present by an affirmative vote of a majority of the Members, provided that notice of any amendment is explicit and is included with the materials for the meeting received at least thirty (30) days in advance of the meeting.

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Matters not discussed in the Bylaws will be resolved under the provisions of Robert's Rules of Order.

One-Stop Operations and Services

This committee shall have a chairperson who is a Member of LWIB and shall include a Staff person as a *non-voting* member. The number and source of additional members shall be left to the discretions of the LWIB Chairperson and the committee chairperson. The membership of the committee shall be no less than eleven (11) and not more than fifteen (15).

This committee shall be the planning committee of One-Stop San Francisco (OSSF), the local One-Stop System. This committee shall monitor operations of OSSF; operation of facilities (centers and satellite locations) and operation of systems (technology, personnel staffing and training). This committee shall be responsible for recommendation of Memoranda of Understanding with One-Stop Partners as required by the Act. This committee shall also prepare recommendations for development of marketing strategies for OSSF.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

10-23-09A11:16 RCYD

Date: Wednesday, October 28, 2009
Time: 9:00 a.m. – 11:00 a.m.
Location: Hotel Whitcomb
Ghiradelli Room
1231 Market St
San Francisco, CA 94103

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OCT 23 2009

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AGENDA APPEARS ON THE REVERSE SIDE

**KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
City Hall, Room 244

1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683

Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: soff@sfgov.org

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OTHER ACCOMMODATIONS

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If you require special accommodation due to a disability, please call Kriztina Palone at 415-581-2335 or TDD 800-735-2929 (CRS) at least 72 hours in advance.

Issued: Friday, October 23, 2009

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org |

e-mail: workforce.development@sfgov.org

Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, OCTOBER 28, 2009
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
Ghiradelli Room
1231 Market St
San Francisco, CA 94103

Public Testimony will be taken throughout the meeting

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on August 26, 2009 (<i>Action Item</i>)*
3. Approve Strategic Plan (<i>Action Item</i>)
4. Approve Changes to Bylaws (<i>Action Item</i>)
5. Directors Report (<i>Discussion Item</i>) a. Report on Contracts Established from RFP 107
6. Committee Reports (<i>Discussion Item</i>) a. Youth Council- Michael Wald b. Update on Committee Assignments
7. Adjournment (<i>Action Item</i>)

*Materials Included:

Attach 1- Draft Minutes from August 26, 2009 Meeting

Attach 2- Bylaws Memo

Attach 2- Bylaws

Attach 3- Strategic Planning Recommendation

**PLEASE NOTE THAT THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, DECEMBER 9, 2009
FROM 9:00AM – 11:00AM
HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103**

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

MINUTES OF THE OCTOBER 28, 2009 MEETING OF THE WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD HOTEL WHITCOMB—GHIRADELLI ROOM 1231 MARKET STREET, SAN FRANCISCO CA 94102

Members Present

Rob Black, Interim Chair
Anne Wegher, Employment Development
Department Northern Workforce Services
Division
Darlene Rutkowski, Department of Rehabilitation
Debra Higa, Palace Hotel
Dr. Don Q. Griffin, City College of San Francisco
Jane Moyer, Starbucks
Jennifer Hermann,
University of California San Francisco (UCSF)
John McKnight, LVI Environmental Services
Kent Lim, Kent Lim Construction
Mary Ruth Gross, SEIU UHW-West & Joint
Employer Education Fund
Michael Theriault, San Francisco Building and
Trades Council
Michael Wald, Stanford University

Micki Callahan, Department of Human
Resources
Nicholas de Lorenzo, National Council on
Aging
Paul Giusti, NorCal Waste
Rodrigo Santos, Santos Urrutia Structural
Engineering
Ross Mirkarimi, San Francisco Board of
Supervisors
Sophie Maxwell, San Francisco Board of
Supervisors
Ted Egan, San Francisco Office of Economic
Analysis
Tom Ryan, San Francisco Labor Council
Tom Ruiz (for Carlos Garcia), SFUSD
Trent Rhorer, Human Services Agency

Members Absent

Barbara Garcia, San Francisco Department of
Public Health
Carlos Garcia, San Francisco Unified School
District
Debra Johnson, SFMTA
Diane Easterwood, Kaiser Permanente
Egon Terplan, San Francisco Planning and
Research Association (SPUR)

Michael Dunne, Hilton Hotels
Reuben Santana, Rubicon Construction
Rito Andujio, Macy's West
Sheila O'Mahoney, UPS
Steve Leder, Pacific Gas & Electric
Sylvia Kwan, Kwan Henmi

OEWD Staff

Rhonda Simmons, Director, Workforce
Development
Amy Wallace, Workforce Development Division
Deputy Director
Dexter Ligot-Gordon, Workforce Policy Analyst
Dwennette Flash, Rapid Response
Glenn Eagleson, Director, Policy and Planning

Guillermo Rodriguez, Director, CityBuild
Kriztina Palone, Business Services Specialist
Marc Majors, WIA Program Manager
Monique Forster, Administrative Assistant
Nikki Ford, Administrative Assistant
Steven Currie, Workforce Policy Analyst
Virginia Ho, Executive Administrator

Public

(As Evidenced by the Sign-In
Sheet)

Jon Fowkes, Auto Industry Apprenticeship
Suzanne Korey, CCSF
Solomon Mengesha, Western Addition One Stop
Marisa Casetta, EDD
Roy Recio
Jennie Mollica, JVS
Vance Wharton, California Security Institute
Homer Teng, Chinatown Families Economic
Self-Sufficiency Coalition
Joe Ramirez-Forcier, Positive Resource Center
Tech Tran, VYDC
Helen Dilworth, CCSF
Jodi Schwartz, LYRIC
Meital Amiti, International Institute of Bay Area

Peter Gerharz, LSYS
Abby Snay, JVS
Jesse Zitrin, Juma Ventures
Virginia Dario-Elizondo, City Attorney
Cameron McHenry, CHP/SHEC
Amanda Gerrie, Pathways Consultant
Kim Coulthurst, Pathways Consultant
Aaron Winters, Upwardly Global
Andrew Russo, SF Family Support Network
Linda Gomes, EDD
Gary Tom, CCSF
Rhona Mancilla, BAMA
James Cole, SFUSD/CTE

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Roll Call	Rob Black, Interim Chair, called the meeting to order at 9:10am
Agenda	On motion by Mr. Michael Wald, Seconded by Ms. Mary-Ruth Gross and carried, the WISF Board adopted the agenda.
Minutes	On motion by Mr. Mike Theriault, seconded by Mr. Tom Ryan and carried, the WISF Board approved the meeting minutes of the August 26, 2009 meeting amended as follows: • The spelling of the last name of Mr. Joe Ramirez-Forcier is to be corrected.
Approve Strategic Plan	Ms. Rhonda Simmons presented on the proposed Strategic Plan for Workforce Development in San Francisco. Ms. Simmons stated that the Strategic Plan is to address some of the findings that came out of the Environmental Scan that was conducted in 2008-2009. Discussion followed. Ms. Jane Moyer, inquired as to the proposed next steps for the strategic plan. Ms. Simmons responded that the next steps are to focus on the sector strategies, specifically with the launch of the sector academies funded through Request for Proposal (RFP) #107. Ms. Jane Moyer inquired as to the unemployment rate in San Francisco. Mr. Ted Egan replied that it is 9.7% as of September in San Francisco and in the low 12% statewide. This means that there are about 45,000 unemployed people in San Francisco about 19-20,000 more unemployed people since last Fall. Mr. Rob Black's call for public comment yielded no response. On motion by Ms. Micki Callahan, seconded by Ms. Jane Moyer and carried, the WISF Board approved the Workforce Development Strategic Plan. The vote was passed with unanimous support.
Approve Changes to Bylaws	Ms. Virginia Dario-Elizondo, City Attorney, and Mr. Dexter Ligot-Gordon presented on the proposed changes to the WISF bylaws. Discussion followed. Mr. Michael Theriault inquired as to how Secretaries on other commissions are elected or appointed. Ms. Virginia Dario-Elizondo responded that each charter commission gets to appoint their own Secretaries. Mr. Nicholas De Lorenzo, asked for clarification around language on Page 8 Paragraph 6.2 (b) that refers to "president"; which needs to be corrected as it language that refers to the PIC. Mr. Rob Black's request for public comment yielded the following response: Ms. Jodi Schwartz, Executive Director of LYRIC, commented that she did not see reference to the Workforce Investment Community Advisory Committee (WiCAC) in the Bylaws, nor the relationship of the WiCAC to the WISF Board. Mr. Rob Black asked for a motion to approve a change to Page 8 Paragraph 6.2 (b) from: "The President after consultation with at least one Director may also call a special meeting." To the following: "The Director of Workforce Development after consultation with at least one Director may also call a special meeting." On motion by Honorable Sophie Maxwell, Seconded by Mr. Nicholas de Lorenzo, the WISF Board

voted to amend the WISF Bylaws to reflect the change on Page 8 Paragraph 6.2 (b) from "President" to "Director of Workforce Development". The vote was passed with unanimous support.

Mr. Michael Theriault, asked that language be added to the WISF bylaws regarding the relationship of the WICAC to the WISF Board. He noted that he would only support the approval of the proposed changes to the WISF Bylaws should those changes be made.

On motion by Honorable Sophie Maxwell, Seconded by Honorable Ross Mirkarimi and carried, the WISF Board approved the changes to the Bylaws as amended. The vote was passed with unanimous support.

Directors Report

Ms. Rhonda Simmons presented on the contracts established from RFP #107. Ms. Simmons commented that this RFP is a result of the City's efforts over the past two years to consolidate Workforce Development internally Citywide. RFP #107 focused on expanding the Sector Strategy, Enhanced Business Services, and expanding assets to vulnerable populations.

Discussion followed.

Honorable Sophie Maxwell asked if the Healthcare Academy will provide a certified program that could be tailored from 24 months to 18 months.

Ms. Abby Snay, Executive Director JVS, commented that all of the vocational skills training efforts funded as part of the Healthcare Academy are short term training.

Honorable Sophie Maxwell commented that Manchester Hill, a program in Philadelphia, was able to get a program cut down so that people could get certified faster.

Ms. Abby Snay commented that JVS has a very active healthcare advisory board that has been looking at collective hiring needs among the major healthcare facilities and looking at ways we can train new hires and incumbent workers. There are pipeline issues that as a system have to be addressed.

Honorable Ross Mirkarimi, commented that the City College system is the only one in the Bay Area that doesn't have residential preference for its students.

Dr. Don Q. Griffin commented that in terms of the RN program they have received an advisory from the State that they are not able to do anything in terms of a residency requirement. They are currently looking at the LVN program that may not be covered by that restriction. The idea is to come up with a recommendation to put in front of their Board which will put a much more heavy emphasis on residence.

Honorable Ross Mirkarimi, commented that the statistic right now is 68% outside of San Francisco to 32% inside of San Francisco.

Dr. Don Q. Griffin commented that it is the will of the College and the board to move in the direction of a resident requirement in those areas not restricted by State law.

Ms. Rhonda Simmons presented on the last academy which is being called a General Services Academy, that will address needs around training in customer service, strong office administration, and the Non-Profit sector.

Discussion followed.

Ms. Micki Callahan commented that she had a concern around the services training academy; specifically that it would be training people for jobs that will no longer exist. She encourages those on the sub-committee to look at that before directing people in that area.

Ms. Jane Moyer commented that the skill set they look at in entry level staff are in planning and organizing.

Mr. Tom Ryan commented the Social Services Academy. He noted that there are a lot of other skill sets for social services that are not administrative and still have an opening for employment opportunities; therefore we should not completely lose the Social Service angle.

Ms. Rhonda Simmons presented on the Business Services portion of RFP #107, the partnership with HSA, and the leveraging of the Jobs NOW! program.

Mr. Trent Rhorer presented on the Jobs NOW! Program. A program funded through federal stimulus dollars through the Health and Human Services Agency through the TANF program. Eligibility requirements are that you need to have a child under the age of 18 and be below 200% of poverty, targeting those that are unemployed and underemployed.

The goal of the program is 1000 people placed and currently there have been 750 people placed and the expectation is that they will hit that number by December.

Discussion followed.

Ms. Jane Moyer asked as to duration of the program.

Mr. Trent Rhorer responded that these programs are through September 2010.

Honorable Ross Mirkarimi asked if there was demographic information on the people that have been placed through the Jobs NOW! Program thus far.

Mr. Trent Rhorer responded that of the 750 placed, 41% are from the Southeast sector of the City in either the 94124 or 94134 zip codes.

Honorable Ross Mirkarimi inquired about whether there was a vision of targeted outreach to certain communities and if that model is attached to the One Stop system in how they are marketing the program.

Mr. Trent Rhorer responded that the One Stops are the point of access for clients and are now working with EDD and SFUSD for marketing and outreach efforts.

Mr. Nicholas de Lorenzo inquired if families that have children that are between the ages of 18-22 years of age but are full time students.

Mr. Trent Rhorer responded that they need to coincide with the rules around TANF in that they have to have a dependent under the age of 18.

Mr. Ted Egan asked for the breakdown of the 750 across the three tracks.

Mr. Trent Rhorer responded that he could ball park that there is around 120 in the transitional track and the rest would be split between private and non-profit.

Mr. Rob Black asked for clarification on whether or not they could be full or part time.

Mr. Trent Rhorer responded that they could be either full or part time.

Ms. Rhonda Simmons presented on the Youth Services and One Stop satellite services that are funded through RFP #107.

Honorable Ross Mirkarimi inquired if it would be helpful to have some of the City's enterprise departments around the table.

Ms. Rhonda Simmons commented that SFMTA and Department of Public Health are represented on the board and that there was discussion on having SFPUC at the table as well.

Committee Reports

Mr. Michael Wald, chair of the Youth Council gave his report on the work of the Youth Council.

Ms. Rhonda Simmons gave an update on the committee assignments of the WISF Board.

Public Comment

Mr. Ray Recio commented on directing students from City College to either Bryman or Heald College.

Mr. Jesse Zitrin, Juma Ventures, commented on Juma Ventures history of bringing work experience

programs into the schools.

Mr. Joe Ramirez-Forcier, Positive Resource Center, commented that his organization provides training in Microsoft Office and various other Soft Skill trainings. He added that UCSF has hired several of their administrative staff.

Ms. Patricia Field, SFUSD, commented on her support of strengthening the career paths program.

Conclusion

On motion by Mr. Rob Black, seconded and carried, adjourned the meeting at 11:09am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, December 9, 2009
Time: 9:00 a.m. – 11:00 a.m.
Location: Hotel Whitcomb
Ghiradelli Room
1231 Market St
San Francisco, CA 94103

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(Chapter 67 of the San Francisco Administrative Code)**

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Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: soff@sfgov.org

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Issued: Monday, November 30, 2009

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, December 9, 2009
Time: 9:00 a.m. – 11:00 a.m.
Location: Hotel Whitcomb
Grand Ballroom
1231 Market St
San Francisco, CA 94103

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Issued: Thursday, December 3, 2009

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e-mail: workforce.development@sfgov.org

Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, DECEMBER 9, 2009
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
Grand Ballroom
1231 Market St
San Francisco, CA 94103

Public Testimony will be taken throughout the meeting

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on August 26, 2009 (<i>Action Item</i>) *
3. Welcome Remarks*
4. Director's Report
5. Obama Administration Job Summit
6. Report on Youth Funding Opportunities
7. Action to Approve Framework for RFP 108: Workforce Services (<i>Action Item</i>) *
8. Committee Reports
9. Adjournment (<i>Action Item</i>)

*Materials Included:

Attach 1- Draft Minutes from October 28, 2009 WISF Meeting

Attach 2- 2010 WISF Meeting Schedule

Attach 3- Action to Approve Framework for RFP 108: Workforce Services

**PLEASE NOTE THAT THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, FEBRUARY 24, 2010
FROM 9:00AM – 11:00AM
HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103**

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco **GOVERNMENT DOCUMENTS DEPT**

MINUTES OF THE
DECEMBER 9, 2009 MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD
HOTEL WHITCOMB
1231 MARKET STREET, SAN FRANCISCO CA 94102

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Members Present

Rob Black, Interim Chair
Celeste Alleyne, Microsoft
Debra Johnson, SFMTA
Diane Easterwood, Kaiser Permanente
Dr. Don Q. Griffin, City College of San Francisco
Egon Terplan, SPUR
Henry Alvarez III, San Francisco Housing Authority
John McKnight, LVI Environmental Services
Mary Ruth Gross, SEIU UHW-West & Joint Employer Education Fund
Michael Wald, Stanford University
Micki Callahan, Department of Human Resources
Nicholas de Lorenzo, National Council on Aging

Paul Giusti, NorCal Waste
Reuben Santana, Rubecon Construction
Rodrigo Santos, Santos Urrutia Structural Engineering
Ross Mirkarimi, San Francisco Board of Supervisors
Alice Guidry for Sophie Maxwell, San Francisco Board of Supervisors
Jimi Harris for Steve Leder, PG&E
Ted Egan, San Francisco Office of Economic Analysis
Tom Ryan, San Francisco Labor Council
Trent Rhorer, Human Services Agency

Members Absent

Ann Wegher, Employment Development Division
Barbara Garcia, San Francisco Department of Public Health
Carlos Garcia, San Francisco Unified School District
Darlene Rutkowski, Department of Rehabilitation
Debra Higa, Palace Hotel

Jennifer Hermann, UCSF
Kent Lim, Kent Lim Construction
Michael Dunne, Hilton Hotels
Michael Theriault, San Francisco Building and Trades Council
Rito Andujo, Macy's West
Sheila O'Mahoney, UPS
Sylvia Kwan, Kwan Henmi

OEWD Staff

Rhonda Simmons, Director, Workforce Development
Amy Wallace, Workforce Development Division Deputy Director
Dexter Ligot-Gordon, Workforce Policy Analyst
Glenn Eagleson, Director, Policy and Planning
Guillermo Rodriguez, Director, CityBuild

Ken Nim, CityBuild Contract Compliance Officer
Kriztina Palone, Business Services Specialist
Marc Majors, WIA Program Manager
Monique Forster, Administrative Assistant
Nikki Ford, Administrative Assistant
Steven Currie, Workforce Policy Analyst
Virginia Ho, Executive Administrator

Public (As Evidenced by the Sign-In Sheet)

Jorge Villalobos, EDD-LMID
Ruth Kavanaugh, EDD-LMID
Arti Sharma, Juma Ventures
Kymberly Hill, Glide
Carrie Portis, SF Works
Stephen Fraga, Academy X
Monica Kohles, SF Labor Council
Abby Snay, JVS
Nancy Ryad, LEN Institute
Lesley Paige, Academy X
Mike Wetzel, JVS
Joe Ramirez-Forcier, PRC
Amanda Gerrie, Pathway

Jodi Schwartz, LYRIC
Phyllis McGuire, CCSF
Terri Feeley
Karen Gruneisen, Episcopal Community Service
Andrew Russo, SF Family Support Network
Garry Grady, Glide Memorial Church
Troy Henry, Goodwill
Michael Klinger, SF Reentry Council
Homer Teng, Chinatown Families Economic Self-Sufficiency Coalition
Gary Tom, CCSF

Roll Call

Rob Black, Interim Chair, called the meeting to order at 9:13am. He welcomed those in attendance and called for introductions from those present.

Mr. Rob Black noted that a quorum was not initially established, therefore, the board proceeded with discussion items on the agenda.

Director's Report (Discussion Item)

Ms. Rhonda Simmons gave an update on the status of the Workforce Development system.

Mr. Ted Egan presented on leading economic indicators for San Francisco.

Discussion followed.

Report on Obama Administration Job Summit (Discussion Item)

Ms. Rhonda Simmons reported on the Obama Administration's proposed Jobs Bill; which may include tax breaks for small business, incentives for energy efficiency for homeowners, and the possible continuation funding for programs such as Jobs NOW!

Mr. Trent Rhorer gave an update on the Jobs NOW! Program.

Discussion followed.

Report on Youth Funding Opportunities (Discussion Item)

Mr. Michael Wald presented on the activities of the Youth Council and the upcoming RFP that OEWD will release in partnership with the Department of Children Youth and their Families in January, 2010.

Quorum was established at 9:59am; therefore, Mr. Black proceeded to carry the meeting starting with action items.

Agenda (Action Item)

On motion by Ms. Micki Callahan, seconded and carried, the WISF Board adopted the agenda.

Minutes (Action Item)

On motion by Ms. Micki Callahan, seconded and carried, the WISF Board approved the meeting minutes of the October 28, 2009.

Action to Approve Framework for RFP 108: Workforce Services (Action Item)

Ms. Rhonda Simmons presented on the framework of RFP #108 to be released on December 21, 2009; which will have a mix of Workforce Investment Act (WIA) funds for Dislocated Workers, One Stop Operations and Child Care Services, Community Development Block Grant (CDBG) funds for Workforce Services, and General Fund dollars.

Discussion followed.

Quorum was lost at 10:33am, therefore, Mr. Black moved agenda item #7 (Action to Approve Framework for RFP #108) to a discussion item.

Committee Reports (Discussion Item)

Ms. Rhonda Simmons presented on the proposed committees which include committees outlined in the Bylaws of the WISF such as the Executive and Finance Committee, as well as, the Oversight Committee. In addition to these committees there are four ad-hoc committees based on the Sector Academies funded through RFP #107.

Public Comment

Mr. Rob Black's call for public comment yielded the following response:

Joe Ramircz-Forcier, PRC, commented on the loss of state funding for the Department of Public Health's programs for people with HIV.

Terri Feeley, commented in favor of the City developing a revolving tax credit to help businesses pay taxes and for residents to pay for education.

Jodi Schwartz, LYRIC, commented on her concern for the recommended strategies for youth workforce funding for the coming year.

Nancy Ryad, LEN Institute; commented in favor of taking academies into middle schools and

high schools.

Phyllis McGuire, CCSF commented on the need for conversation around GED and grade level when speaking of remediation. Ms. McGuire also commented on City College's grant to work with youth in Middle Schools on career exploration.

Conclusion

On motion by Mr. Rob Black the meeting was adjourned at 10:53am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF RULES CHANGE
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, February 24, 2010

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Copies of changes to the Bylaws may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

**KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: soitf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?c=4673

OTHER ACCOMMODATIONS

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact Kristina Palone, Secretary to the WISF at 415-581-2335 or TDD 800-735-2929 (CRS), at least two business days before the meeting.

01-25-10P02:01 RCVD

Issued: Monday, January 25, 2010

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

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JAN 25 2010

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

BYLAWS of Workforce Investment San Francisco Board

February 1, 2001

(Amended April 11, 2001)

(Amended November 20, 2002)

(Amended April 21, 2004)

(Amended October 20, 2004)

(Amended October 28, 2009)

(Amended February 24, 2010)

1.0 Name & Definitions

1.1 Name

The name of the organization shall be Workforce Investment San Francisco ("WISF").

1.2 Definitions

The following terms and their definitions shall apply to these Bylaws:

- a. The Workforce Investment Act of 1998, 28 USC Sections 2801, et seq., is referred to herein as "the Act" or "the WIA."
- b. The certified local Workforce Investment Board of San Francisco is referred to herein as "the LWIB."
- c. Individuals who serve on the LWIB are referred to herein as "Members."
- d. The secretary of the LWIB is referred to herein as "the Secretary."
- e. The Mayor of the City and County of San Francisco is referred to herein as the "the Chief Local Elected Official (CLEO)."
- f. The working partnership, as described in the Master Partnership Agreement, between the LWIB and the CLEO is referred to herein as the "Partnership."

2.0 Mission Statement

The purpose of Workforce Investment San Francisco (WISF) is to design and implement a workforce development system that prioritizes scarce employment and training resources in conformance with the Workforce Investment Act of 1998, 29 U.S.C. §§ 2801, et seq. and other appropriate legislative and policy authorities. LWIB shall: 1) create meaningful opportunities for employment skills development; 2) coordinate and enrich workforce development plans and activities with other supportive service needs; 3) integrate current services to provide universal access to career and labor market information; 4) provide quality services and resources to employers, job seekers and other stakeholders

Deleted: 745 Franklin Street, Suite 300
• San Francisco, CA 94110-3338
1650 Mission Street, Suite 306 • San
Francisco, CA 94103-2490
Telephone:
415.923.4063 • Fax 415.973-6966
Telephone 415.431.8700 • Fax
415.431-8700
email: info@wifsf.org 1DD
800.735.2929 (CRS)

to ensure full employment in jobs that pay enough to sustain healthy families; and 5) leverage both public and private resources to fulfill these goals.

3.0 Membership of the Certified Local Workforce Investment Board

3.1 Appointments, number & classes

The Mayor, in conformance with the Act, the certified state and local plans, appoints members of LWIB from among individuals meeting membership criteria.

3.2 Classes of voting Members

The LWIB shall be composed of the following classes of voting Members:

- a. Representatives of business in the local area who:
 - 1) Are owners of businesses, chief executives or operating officers of businesses and other executives or employers with optimum policy-making or hiring authority;
 - 2) Represent businesses with employment opportunities that reflect the employment opportunities of the local area;
 - 3) Are appointed from among individuals nominated by local business organizations and business trade associations

A majority of the Members shall be from this class.

- b. Representatives of local educational entities including educational agencies, school boards, entities providing adult education and literacy activities, the community college and other postsecondary educational institutions selected from individuals nominated by regional or local educational agencies, institutions or organizations representing such entities.

- c. Representatives of labor organizations nominated by local labor federations.

- d. Representatives of community-based organizations.

- e. Representatives of public and private sector economic development agencies.

- f. Representatives of the each of the One-Stop partners as required in the Act.

3.3 Other Members

The Membership of the LWIB may include other individuals or representatives of entities as determined appropriate by the CLEO.

3.4 One Vote

All Members shall have one vote regardless of the number of membership class definitions a member meets.

3.5 Appointment

The authority to appoint Members to the LWIB rests with the CLEO and is not a shared function of the LWIB.

3.6 Term of appointment

The regular term of appointment of each Member shall be two (2) years, expiring on January 31st of every other year or until a successor is appointed by the CLEO, whichever occurs last. However, the initial term for not more than 50% of the Members appointed in January 2009, randomly selected, shall be

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one (1) year so that only 50% of the Members are replaced or re-appointed at one time. Thereafter all terms shall be 2 years.

3.7 Resignation of membership

Any Member may resign from membership by submitting written notice to the Secretary and to the CLEO at least thirty (30) days prior to the effective date of the resignation.

3.8 Removal from membership

Any Member may be recommended for removal from membership by a vote of two-thirds of the Members present and voting.

Reasons for removal include failure to attend at least half of the regularly scheduled meetings of the LWIB during the twelve-month year (February 1 – January 31), or a failure to attend two (2) consecutive meetings without prior notification to the LWIB secretary ("unexcused absences").

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Once the LWIB has voted to recommend removal of a Member, the following procedures shall be followed:

- a. A notice shall be sent by prepaid first class or registered mail to the most recent address of the Member, as shown on the LWIB's records, setting forth the action to be taken, the reasons for the action, and the date, time and place of the hearing provided for in this section. Such notice shall be sent at least fifteen (15) days before the proposed effective date of termination.
- b. The Member proposed for removal shall be given an opportunity to be heard, either orally or written, at a hearing to be held not fewer than five (5) days before the effective date of the proposed removal. The hearing will be held before the LWIB.
- c. Following the hearing, the LWIB shall decide whether or not the Member should be removed. The decision of the LWIB shall be final.

3.9 Vacancies

If a vacancy should occur through normal expiration of the term of appointment or for other reasons, a replacement will be appointed by the CLEO. Where the vacancy is in an unexpired term, the appointment shall be for the remainder of the term.

3.10 Annual Statement of Economic Interests

Members have the duty of submitting to the Secretary, upon their appointment to the LWIB, and annually during their membership, a completed and signed Statement of Economic Interests and any other documents required by federal, state or local laws governing conflicts of interest.

4.0 **Officers of the Certified Local Workforce Investment Board**

4.1 Number of Officers

The Officers of LWIB shall consist of a Chairperson, Vice Chairperson, Secretary and Treasurer. A Member who is also a representative of business must fill the office of Chairperson. Any class of Member may fill the office of Vice

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Chairperson. The office of Secretary may be filled by a Member or from the Staff. The LWIB may also have other Officers as may be appointed by the Executive Committee, or with authorization from the Executive Committee, by the Chairperson or some other Officer.

4.2 Chairperson

- a. The Chairperson shall be elected by the LWIB, from among the members described in Section 3.2a., The Chairperson shall preside at all meetings of the Executive Committee and the LWIB.
- b. The CLEO and Chairperson shall make all appointments to Executive Committee, and the Youth Council, the authority for which is not otherwise designated in the Act. The Chairperson shall make appointments to other committees.
- c. The Chairperson shall serve as an ex-officio member of all committees, with full voting privileges.
- d. The Chairperson shall approve signatories for bank accounts and contracts.

4.3 Vice Chairperson

The Vice Chairperson shall be elected by a majority of the members of the Executive Committee, and shall act in the place and stead of the Chairperson in the event of the Chairperson's absence, in ability or refusal to act, and when so acting shall have all the powers of, and be subject to all the restrictions upon, the Chairperson.

4.4 Secretary

The Secretary shall be appointed the Director of Workforce Development. Unless otherwise determined by the Executive Committee or the Director of Workforce Development, the Secretary shall have the following powers and duties:

- a. The Secretary shall attend all meetings of the LWIB and the Executive Committee and shall record all votes and the minutes of such meetings, to be kept at all times in accordance with state and local public meeting laws. The Secretary shall provide for the recording of all votes and proceedings of Standing Committees.
- b. The Secretary shall at all times keep the original copy of the agendas and minutes of LWIB and Executive Committee meetings, Bylaws and other business records of LWIB.
- c. The Secretary shall give and document such notices as required by state and local public meeting access laws and these Bylaws.

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5.0 Committees of the Certified Local Workforce Investment Board

5.1 Guiding principles

- a. The Standing Committees shall:
 1. Conduct public hearings and take public testimony when needed to ensure that all viewpoints are considered, and in all cases when required by statute or regulation.
 2. Provide the LWIB with readily available expertise regarding the policies and direction of the LWIB.
 3. Review staff recommendations with appropriate public hearings and advise the LWIB and the Executive Committee regarding action to be taken.
 4. Provide for broad community participation in LWIB activities.
- b. Members of the Committees who are non Members of the LWIB as set forth in section 3.0, above, shall be voting members of the Committee, but shall not be voting members of the LWIB.
- c. It shall be the responsibility of each committee to establish its schedule for meeting and to ensure that all interested parties are provided with adequate notice of such schedules in conformance with public meeting laws. Committee Chairpersons may delegate such responsibilities to Staff.

5.2 Executive Committee

The Executive Committee shall be comprised of not more than eleven (11) Members of LWIB. The total number of Members appointed, if less than eleven (11), shall be either seven (7) or nine (9). This committee shall review the work plans of other committees, ensure coordination of the work of all committees and hear reports on their progress. This committee is authorized to act on behalf of LWIB and all action taken on behalf of LWIB shall be subsequently presented to LWIB for consideration. This committee shall hear, review and refer matters for action from other committees to LWIB as Consent Calendar item, see Section 7.2.

The Executive Committee shall appoint a Finance Subcommittee. The Finance Subcommittee shall be responsible for reviewing, and advising, the Executive Committee and the LWIB on financial matters including: (1) monitoring and reviewing LWIB budgets and expenditures; and (2) preparing recommendations for WIA and other funding sources within workforce development system. The Finance Subcommittee shall be chaired by a member currently serving on the LWIB, shall consist of a majority of Executive Committee members, shall include a Program and Service Oversight Committee member, and shall not exceed five members.

5.3 Program and Service Oversight Committee

This committee shall have a chairperson who is a Member of the LWIB and shall include a Staff person as a *non-voting* member. The number and source of additional members shall be determined the LWIB Chairperson and the committee chairperson. The membership of the committee shall be not less than five (5) and not more than seventeen (17).

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This Committee shall be responsible for reviewing, and advising, the Executive Committee and the LWIB on policy and funding recommendations for programs and services for adult job seekers. This Committee shall develop and recommend portions of the San Francisco Local Plan for Workforce Investment and Development as required by various federal, state, and local agencies, relating to adult services, including service delivery methods. This Committee shall develop and recommend program plans, eligibility requirements, priority of services, and design and solicitation criteria for adult job seekers. This committee shall prepare recommendations for local criteria for the Eligible Training Provider List (ETPL). Subcommittees of the Program and Service Oversight Committee shall be appointed by the LWIB Chairperson and this Committee Chairperson and may include special populations, e.g. refugees, homeless persons.

This Committee shall be responsible for the research and evaluation tasks of the LWIB. These tasks shall include responsibilities for the review of and advice regarding the overall quality of programs authorized by the LWIB. These tasks include assistance in developing a robust capacity driven by federal mandates, best practices and employer needs through analysis and assessment of programs for job seekers and employers, capacity of service providers, relative success and significance of interventions to move people in San Francisco to high skill, high wage employment.

This Committee shall oversee the One-Stop San Francisco (OSSF), the local One-Stop System, including monitoring operations of OSSF; of the facilities (centers and satellite locations) and the systems (technology, personnel staffing and training). This committee shall be responsible for recommendations regarding the Memoranda of Understanding with One-Stop Partners as required by the Act, and for development of marketing strategies for OSSF

5.4 Youth Council

a. Membership

This committee shall have a chairperson who is a Member of the LWIB and shall include a Staff person as a *non-voting member*. The membership of the committee shall be not less than fifteen (15) and not more than twenty-nine (29). The Youth Council shall be appointed by the LWIB in cooperation with the CLEO, and shall include:

1. members of the LWIB with special interest or expertise in youth policy;
2. representatives of youth service agencies, including juvenile justice and local law enforcement agencies;
3. representatives of local housing authorities;
4. parents of youths seeking assistance from LWIB programs;
5. individuals, including former participants, and representatives of organizations, that have experience relating to youth activities;
6. representatives of the Job Corps, as appropriate.

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7. other individuals or representatives of entities as determined appropriate by the LWIB in cooperation with the CLEO.
- b. Duties
1. Develop portions of the Local Plan relating to eligible youth;
 2. Develop, approve and recommend the design and solicitation criteria for youth services and activities; and
 3. Conduct oversight with respect to the eligible providers of youth activities
 4. Coordinate youth activities as authorized in the Act.
 5. Other duties determined appropriate by the Chairperson of the LWIB.

5.5 Sector Committees

The Chairperson shall establish Sector Committees that include employers and other key industry stakeholders. These Committees shall provide recommendations to the WISF to direct workforce services to meet the needs of the targeted industry. These Committees shall also advise job training academies and other workforce services designed to serve the targeted industries.

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Other Committees

From time to time, the Executive Committee may establish Ad Hoc Committees or Task Forces to accomplish specific projects. The need for such committees will be determined by the Executive Committee, along with their composition, membership and structure.

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Term of appointment

Unless otherwise specified in the request to serve as a member of any committee, the term of appointment will be one (1) year. Each year, after the election of Officers of the Council, the Chairperson shall review all committee assignments and will issue new letters of appointment.

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6.0 Meetings of the LWIB & Executive Committee

- 6.1 Agenda The Agenda shall be set by the Director of Workforce Development in consultation with the Chairperson. Members may request that an item be placed on the agenda through the Chairperson.

6.2 Regular Meetings

- a. LWIB: Regular meetings of the LWIB shall occur at least once in each calendar quarter, i.e., February, April, June, September and November of 2001. Executive Committee meetings may be held in conjunction with meetings of the LWIB. The future schedule of meeting dates and locations may be determined by the Executive Committee and will be published annually no later than November 30. Notice of any change to scheduled dates and locations will be delivered to Members at least ten (10) days in advance of the meeting.
- b. Executive Committee: The Executive Committee shall meet at least four (4) times per year.
- c. Other Committees: Other Committees shall establish a regular meeting schedule in accordance with its particular function.

6.2 Special meetings

- a. LWIB: A special meeting of the LWIB may be called by the Chairperson or by the Executive Committee. In addition, five percent or more of the Members may call a special meeting of the Members for any lawful purpose.

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- b. Executive Committee: The Chairperson, the Vice-Chairperson or any two Directors may call special meetings of the Executive Committee. The Director of Workforce Development after consultation with at least one Director may also call a special meeting.

6.3

Notice of meetings

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Notices of LWIB or Executive Committee meetings shall include the date, time and location of the meeting as well as an agenda containing a brief, concise and non-technical description of items to be considered, in conformance with public meeting laws.

a. Regular meetings

Written notice of all regular meetings of the LWIB or Executive Committee shall be sent to Members not less than seven (7) days before the date of the meeting, provided the notice is mailed with first-class postage, or by facsimile or e-mail. Any such notice shall be deemed to have been given at the time when delivered personally or deposited in the mail or sent by other means of written communication.

b. Special meetings

A written notice of the time and place of special LWIB or Executive Committee meetings shall be delivered personally to each Member by facsimile or e-mail, telegraph or first-class mail, with charges prepaid, addressed to the Member as it is shown on such records of the LWIB, or, if it is not so shown on such records or is not readily ascertainable, at the place at which the meetings of the LWIB are regularly held. In case such notice is mailed, it shall be deposited in the United States mail at least four (4) days prior to the time of the holding of the meeting. In case such notice is delivered personally by facsimile or e-mail, it shall be so delivered at least seventy-two (72) hours prior to the time of the holding of the meeting.

c. Public notice

The Secretary shall mail copies of notices for all regular and special LWIB or Executive Committee meetings to interested parties, and see that the notices are posted in the San Francisco Public Library, on the Office of Economic and Workforce Development, website, at the meeting location, and in a location freely accessible to members of the public at least seventy-two (72) hours before the meeting.

Explanatory documents referred to in the notices will be made available for public inspection at the Workforce Development office during normal business hours, and posted on the Office of Economic and Workforce Development website with the agenda.

6.4

Quorum

No action may be taken at a meeting that lacks a quorum. If a Member cannot attend, the Member may designate an alternate to attend who meets the same

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Members intending and who is prepared to participate in the meeting in the same manner as the Member.

- a. Constitution of a quorum
 1. LWIB: At all meetings of the LWIB, presence of nineteen (19) Members shall constitute a quorum, provided that at least half of those present are business representatives.
 2. All Committees: The presence of a majority of the Members at a meeting of each committee shall constitute a quorum.
- b. Failure to achieve a quorum
When a quorum is not achieved, neither the LWIB nor any of its committees may take action on agenda items. However, Members may remain to discuss matters of their choosing with the public, and those proceedings may be presented at a subsequent meeting so that they form part of the subsequent meeting's records.

6.5 Public testimony on agenda items

Public comment is required before action can be taken on an agenda item. The Chairperson may limit time for the public testimony to three (3) minutes per individual.

6.6 Public testimony on other matters

Time shall be scheduled on the meeting agenda, after conclusion of other business and prior to adjournment, for public testimony on matters appropriate to the responsibilities of the LWIB but not stated on the agenda. The Chairperson may limit time for the public testimony to three (3) minutes per individual.

6.7 Action on items not on the agenda

Action shall not be taken at any meeting on items not on the agenda except in emergencies or unless Members find that failure to act would threaten serious injury to the public interest, in conformance with public meeting laws. The Executive Committee shall adopt a resolution specifying the nature of the emergency or the threat of serious injury to the public interest, and shall offer members of the public in attendance the opportunity to give testimony.

/ 0 **Voting by Members**

7.1 Procedures

All Members may make motions and vote except as restricted by these Bylaws. Each Member shall be entitled to one vote on each matter submitted to a vote of the LWIB or to a committee.

Voting at a meeting of the LWIB or Executive Committee may be by voice, show of hands or by ballot.

/ 2 Consent Calendar

The Executive Committee may present recommendations for action to the LWIB on a Consent Calendar. Notice of Consent Calendar recommendations shall be provided with notice of meetings pursuant to section 6.3 of these

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Bylaws. Each member shall be entitled to affirm the action or to oppose the action to adopt the Consent Calendar recommendations.

Each member shall review the Consent Calendar recommendations. A member shall notify the WISF Board Chief of Staff, no later than seventy-two (72) hours preceding the meeting to remove any items from the Consent Calendar for which the member cannot render a vote of yes or no. Any item so removed from the Consent Calendar shall be placed on the same meeting agenda for later action to include a full discussion and vote.

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7.3 Restrictions

- a. No Member shall vote on, or participate in the discussion, concerning any portion of a plan, a contract, a subcontract, or any other matter regarding the provision of services by such Member, or an entity represented by such Member, or that would provide financial benefit to the Member or to the immediate family of such Member.
- b. No member may engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State Workforce Investment Plan.
- c. No Member may engage in any other activity that would violate federal, state, or local conflict of interest laws.

7.4 No Abstentions

All Members are required to vote unless excused from voting by a motion adopted by a majority of the Members present, or unless voting on the matter would violate the restrictions of Section 7.4 of these Bylaws.

8.0 **Amendments to & matters not addressed in the Bylaws**

The Bylaws may be amended at any meeting of the Members at which a quorum is present by an affirmative vote of a majority of the Members, provided that notice of any amendment is explicit and is included with the materials for the meeting received at least *thirty (30)* days in advance of the meeting.

Matters not discussed in the Bylaws will be resolved under the provisions of Robert's Rules of Order.

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

02-22-10A08:55 RCVD

Date: Wednesday, February 24, 2010
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
Union Square Room
1231 Market St
San Francisco, CA 94103

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Copies of changes to the Bylaws may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.owd.org/Workforce-Development.aspx

**KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: sof@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

OTHER ACCOMMODATIONS

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

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Issued: Friday, February 19, 2010

50 Van Ness Avenue | San Francisco, CA 94102 | www.owd.org |
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, FEBRUARY 24, 2009
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
Union Square Room
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on December 9, 2009 (<i>Action Item</i>)*
3. Director's Report (<i>Discussion Item</i>)
4. Action to Approve RFP 108 (<i>Action Item</i>)*
5. Action to Approve Bylaws Amendments (<i>Action Item</i>)*
6. Nomination/Election of Chair and Vice Chair and Terms Length Assignments (<i>Discussion Item</i>)
7. Committee Reports (<i>Discussion Item</i>)
8. Adjournment (<i>Action Item</i>)

*Materials Included:

Item 1-December 9, 2009 Meeting Minutes
Item 2-Action to Approve RFP 108 Memo
Item 3-Memo to Approve Bylaws Amendments
Item 4-Proposed Amendments to Bylaws

PLEASE NOTE THAT THIS MEETING IS TO BE HELD IN THE

UNION SQUARE ROOM

OF THE HOTEL WHITCOMB

THE NEXT MEETING OF THE WISF WILL BE HELD ON

WEDNESDAY, MAY 26, 2010

FROM 9:00AM – 11:00AM

HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

GOVERNMENT
DOCUMENTS DEPT

MINUTES OF THE FEBRUARY 24, 2010 MEETING OF THE WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD HOTEL WHITCOMB

MAY 20 2010

1231 MARKET STREET, SAN FRANCISCO CA 94102

SAN FRANCISCO
PUBLIC LIBRARY

Members Present

Rob Black, Interim Chair
Barbara Garcia, San Francisco Department of
Public Health
Celeste Alleyne, Microsoft
Darlene Rutkowski, Department of
Rehabilitation
Debra Johnson, SFMTA
Phyllis McGuire for Dr. Don Q. Griffin, City
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Egon Terplan, SPUR
Mary Ruth Gross, SEIU UHW-West & Joint
Employer Education Fund
Michael Wald, Stanford University
Micki Callahan, Department of Human
Resources

Michael Theriault, San Francisco Building
and Trades Council
Nicholas de Lorenzo, National Council on
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Paul Giusti, NorCal Waste
Rodrigo Santos, Santos Urrutia Structural
Engineering
Steve Leder, PG&E
Ted Egan, San Francisco Office of Economic
Analysis
Tom Ruiz for Carlos Garcia, San Francisco
Unified School District
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Sylvia Kwan, Kwan Henmi
Trent Rhorer, Human Services Agency

Members Absent

Ann Wegher, Employment Development
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John McKnight, LVI Environmental Services
Michael Dunne, Hilton Hotels

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Bill Smith, Compass
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Roll Call

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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MAY 20 2010

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Egon Terplan, SPUR
Mary Ruth Gross, SEIU UHW-West & Joint
Employer Education Fund
Michael Wald, Stanford University
Micki Callahan, Department of Human
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Michael Theriault, San Francisco Building
and Trades Council
Nicholas de Lorenzo, National Council on
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Rodrigo Santos, Santos Urrutia Structural
Engineering
Steve Leder, PG&E
Ted Egan, San Francisco Office of Economic
Analysis
Tom Ruiz for Carlos Garcia, San Francisco
Unified School District
Sheila O'Mahoney, UPS
Sylvia Kwan, Kwan Henmi
Trent Rhorer, Human Services Agency

Members Absent

Ann Wegher, Employment Development
Division
Debra Iliga, Palace Hotel
Diane Easterwood, Kaiser Permanente
Henry Alvarez III, San Francisco Housing
Authority
Jennifer Hermann, UCSF
John McKnight, LVI Environmental Services
Michael Dunne, Hilton Hotels

Reuben Santana, Rubicon Construction
Ross Mirkarimi, San Francisco Board of
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Roll Call

Rob Black, Interim Chair, called the meeting to order at 9:12am. He welcomed those in

attendance and called for introductions from those present.

Mr. Rob Black noted that a quorum was not initially established, therefore, the board proceeded with discussion items on the agenda

Director's Report
(Discussion Item)

Ms. Rhonda Simmons gave an update on the status of the Workforce Development system.

Mr. Ted Egan presented on the economic indicators for San Francisco; which show that we are in the "trough" of the recession where activity is relatively flat and residential real estate has stabilized.

Mr. Trent Rhorer presented on the status of the Jobs NOW program highlighting the successes of the program and some of the criticism.

Discussion followed.

Quorum was established at 9:26am; therefore, Mr. Black proceeded to carry the meeting starting with action items.

Agenda
(Action Item)

On motion by Mr. Mike Theriault, seconded and carried, the WISF Board adopted the agenda.

Minutes
(Action Item)

On motion by Ms. Micki Callahan, seconded and carried, the WISF Board approved the meeting minutes of the December 9, 2009 WISF Meeting.

Action to Approve Framework for RFP #108: Workforce Services
(Action Item)

Ms. Rhonda Simmons presented on the framework of RFP #108 to release Workforce Investment Act (WIA) funds for Dislocated Workers, One Stop Operations, and Childcare Services; this action item was held over from the December 9, 2009 WISF meeting as quorum was lost and final action could not be taken.

Discussion followed.

*On motion by Ms. Celeste Alleyne, seconded and carried, the WISF Board approved the framework for Request for Proposal #108. **The vote was passed with Yea = 18; Nay = 0; Abstention = 1.** Ms. Mary Ruth Gross, SEIU UHW-West & Joint Employer Education Fund, abstained from the vote.*

Action to Approve Bylaws Amendments
(Action Item)

Mr. Dexter Ligot-Gordon presented on the proposed changes to the WISF bylaws to create an unexcused absence policy, to implement a designated alternative, or proxy, for members that are unable to attend meetings due to extraordinary circumstances and to incorporate the Workforce Investment Community Advisory Committee (WiCAC) as a standing committee of the WISF.

Discussion followed.

No action was taken to include the WiCAC as a standing committee of the WISF until the next meeting of the WISF.

On motion by Ms. Micki Callahan, seconded and carried, the WISF Board unanimously approved to include in the WISF bylaws an attendance policy that calls for the removal of a member from the board if the member fails to attend two consecutive meetings without prior notification to the WISF Secretary.

On motion by Ms. Sylvia Kwan, seconded and carried, the WISF Board approved to allow members to designate an alternative to attend a meeting of the WISF and vote on his/her behalf. The vote was passed with Yea = 18; Nay = 1, Abstentions = 0. Mr. Nicholas De Lorenzo, National Council on Aging, voted against the motion to approve the attendance policy.

Nomination/Election of a Chair/Vice Chair and
(Discussion Item)

Mr. Dexter Ligot-Gordon presented on the process for election of the chair. Based on the WIA provisions the Chair of the WISF must be a representative of an employer or business or nominated from an organization that is recognized by an association of businesses.

Mr. Rodrigo Santos nominated Mr. Rob Black, Interim Chair of the WISF, to remain as WISF Chair.

Nominations for Chair of the WISF were closed with no other nominations made.

The bylaws designate the elected position of Vice Chair that will assume the duties of the Chair on an interim or acting basis until the full WISF can vote on a permanent Chair.

Ms. Micki Callahan nominated Mr. Michael Theriault as Vice Chair of the WISF.

Nominations for Vice Chair of the WISF were closed with no other nominations made.

Election of the Chair of the WISF will take place at the next meeting on May 26, 2010 in open session. Election of the Vice Chair will take place at the Executive Committee.

Determination of Term Length
(Discussion Item)

Fifty percent (50%) of the membership is to be staggered for appointments. Terms expire on January 30 of each year. The short term will expire on January 30, 2011 the long term will expire on January 30, 2012.

The following members drew 1 year term lengths ending January 30, 2011:

Henry Alvarez, III	Diane Easterwood
Ted Egan	Dr. Don Q. Griffin
Jennifer Hermann	Debra Higa
Sup. Sophie Maxwell	Sup. Ross Mirkarimi
Sheila O'Mahony	Darlene Rutkowski
Tom Ryan	Egon Terplan
Mike Theriault	

The following members drew 2 year term lengths ending January 30, 2012:

Rob Black	Micki Callahan
Celeste Alleyne	Nick De Lorenzo
Michael Dunne	Barbara Garcia
Paul Giusti	Mary Ruth Gross
Debra Johnson	Sylvia Kwan
Steve Leder	Kent Lim
John McKnight	Trent Rhorer
Reuben Santana	Rodrigo Santos

Committee Reports
(Discussion Item)

Mr. Michael Wald, Chair of the Youth Council, presented on the work of the Youth Council.

Public Comment

Mr. Rob Black's call for public comment yielded the following response:

David Bach, LGBT Community Center, commented on his difficulties in applying for funding through RFP #108 because it didn't emulate past services that providers provided through the One Stop model.

Anthony Ng, CNSC commented in favor of the WISF Board recognizing the smaller providers that do more with less.

Joe Ramirez-Forcier, PRC, commented on his concern that The WiCAC as a forum for consumers, or clients, be represented at the level of the WISF.

Ms. Carrie Portis, SF Works, commented in favor of the Jobs NOW program specifically in comparison to how other cities are not utilizing the stimulus funding.

Derek Tolliver, YCD, commented against the violence that has been threatened in the Bayview and spoke to the challenges that the people of the Bayview/Hunters Point neighborhood face in finding employment.

Andrew Russo, SF Family Support Network, commented in favor of the Jobs NOW program.

Conclusion

On motion by Mr. Rob Black the meeting was adjourned at 11:02am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco **GOVERNMENT DOCUMENTS DEPT**

MINUTES OF THE
FEBRUARY 24, 2010 MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD

JUN - 3 2010

HOTEL WHITCOMB
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**SAN FRANCISCO
PUBLIC LIBRARY**

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Conclusion

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, May 26, 2010

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

GOVERNMENT
DOCUMENTS DEPT

MAY 20 2010

SAN FRANCISCO
PUBLIC LIBRARY

Copies of materials may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

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Issued: Monday, May 17, 2010

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3. Introduction/Director's Remarks (<i>Discussion Item</i>)
4. Economic Update (<i>Discussion Item</i>)
5. Election of the Chair (<i>Action Item</i>)
6. Approval of the Local Plan Modification PY 2009-2010 (<i>Action Item</i>)*
7. Program Spotlights (<i>Discussion Item</i>) a. Sector Academies b. Business Services Initiatives
8. Report on Contracts Made through RFP 108 (<i>Discussion</i>)
9. Committee Reports (<i>Discussion</i>)
10. Adjournment (<i>Action Item</i>)

*Materials Included:

-Memo for Local Plan Modification PY 2009-2010

THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, AUGUST 25, 2010
FROM 9:00AM – 11:00AM
HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

GOVERNMENT
DOCUMENTS DEPT

Minutes Of The

May 26, 2010 Meeting Of The

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco Ca 94102

AUG 25 2010

SAN FRANCISCO
PUBLIC LIBRARY

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Board of Supervisors
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Barbara Garcia, San Francisco Department of
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Kent Lim, Kent Lim Construction
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Michael Theriault, San Francisco Building and
Trades Council
Nicholas de Lorenzo, National Council on
Aging
Rick Williams for Diane Easterwood, Kaiser
Permanente
Rodrigo Santos, Santos Urrutia Structural
Engineering
Ross Mirkarimi, San Francisco Board of
Supervisors
Sylvia Kwan, Kwan Henmi
Ted Egan, San Francisco Office of Economic
Analysis
Tom Ruiz for Carlos Garcia, San Francisco
Unified School District
Tom Ryan,
San Francisco Labor Council
Trent Rhorer, Human Services Agency

Members Absent

Celeste Alleyne, Microsoft
Darlene Rutkowski, Department of
Rehabilitation
Henry Alvarez III, San Francisco Housing
Authority

Mary Ruth Gross, SEIU UHW-West & Joint
Employer Education Fund
Michael Wald, Stanford University
Reuben Santana, Rubicon Construction
Sheila O'Mahoney, UPS

OEWD Staff

Rhonda Simmons, Director, Workforce
Development
Amy Wallace, Workforce Development Division
Deputy Director
Dexter Ligot-Gordon, Workforce Policy Analyst
Erik Ward, Business Services Manager
Glenn Eagleson, Director, Policy and Planning
John Halpin, Sector Academies Program
Manager

Lisa Estrada, Fiscal Monitor
Kriztina Palone, Business Services
Representative
Marc Majors, WIA Program Manager
Monique Forster, WIA Specialist
Nikki Ford, Administrative Assistant
Patrick Mitchell, WIA Specialist
Steven Currie, Workforce Policy Analyst

Public

(As Evidenced by the Sign-In Sheet)

Fathina Holmes, YCD
Derek Tolliver, YCD
Kim Fox, Goodwill
Linda Gomes, EDD
Homer Teng, Chinatown Families Economic
Self-Sufficiency Coalition
Todd Kyger, Ella Hill Hutch
Garry Grady, GLIDE
Jennie Mollica, JVS
Jeanene Young, Re-Entry Council
Peter Gerharz, LSYS

DJ Brookter, YCD
Mindy Aronoff, BAVC
Ruth Kavanagh, EDD, LMI
Ivy Hankins, Airport Commission
Troy Henry, Goodwill
Shymali Choudhury, SF Controller
Joe Ramirez-Forcier, Positive Resource
Center
Isam Iddeew, NCSSL
Cameron McHenry, SHEC/WICAC
Virginia Dario-Elizondo, San Francisco City

Aaron Winters, Upwardly Global
Amanda Gerrie, Pathways Consultants
Michelle Hudson, Walden House
JP Hailer, Urban University
Flynn Bradley, SFO

Attorney
Carrie Portis, SF Works
David Bach, LGBT Center
Cindy Nuebe, EDD
Kim Coulthers, Pathways Consultants

Roll Call

Rob Black, Interim Chair, called the meeting to order at 9:19am. He welcomed those in attendance and called for introductions from those present.

Mr. Rob Black noted that WISF members are not allowed to abstain from voting and that any member that needs to be excused from voting will need to inform OEWD staff prior to the meeting.

Agenda

(Action Item)

On motion by Mr. Tom Ryan, seconded and carried, the WISF Board adopted the agenda

Minutes

(Action Item)

On motion by Ms. Micki Callahan, seconded and carried, the WISF Board approved the meeting minutes of the February 24, 2010 WISF Meeting.

Director's Report

(Discussion Item)

Ms. Rhonda Simmons gave an update on the status of the Workforce Development system. Ms. Simmons reflected on the progress made by the Workforce Development Division in the past four years.

Economic Update

(Discussion Item)

Mr. Ted Egan presented on Economic indicators for the City of San Francisco. Evidence suggests that San Francisco has hit bottom and is beginning to show signs of recovery in job growth and the real estate market. However, Mr. Egan did caution that the City is not out of the recession yet and that there are several global and local issues which may stunt economic growth.

Mr. Trent Rhorer presented on the status of the Jobs NOW program, with 1300 San Francisco residents being placed in private, non-profit and public sector jobs.

Discussion followed.

Election of the Chair

(Action Item)

Mr. Dexter Ligot-Gordon presented on the process and requirements for Election of the Chair as described in the WISF bylaws. Mr. Rob Black was nominated at the February 24, 2010 meeting of the WISF. Nominations were opened and no further nominations made.

Nominations were then closed with Mr. Rob Black as the only nominee.

On motion by Ms. Micki Callahan, seconded and carried, Mr. Rob Black was unanimously elected Chair of the WISF.

Action to Approve Local Plan Modification PY 09-10

(Action Item)

Mr. Marc Majors presented on the Local Plan Modification for PY09-10, a technical document required to update the Employment Development Division (EDD) on Workforce Investment Act (WIA) program activities in the City and County of San Francisco. The most significant changes were in the increase in Dislocated Worker funds and American Reinvestment and Recovery Act (ARRA) dollars; the addition of Summer Youth Employment; implementing three Sector Academies: CityBuild, Health Care and TrainGreenSF; the expansion of the One Stop system to include a Neighborhood Workforce Center in Visitation Valley and a Re-Entry Navigator; and the California New Start Program to integrate recently paroled men and women into the San Francisco Workforce system.

Discussion followed.

On motion by Ms. Barbara Garcia, seconded and carried, the Local Plan Modification PY 09-10 was passed unanimously.

Committee Reports
(Discussion Item)

Mr. Glenn Eagleson reported on the work of the Youth Council. Mr. Eagleson gave an update on the DCYF Raising San Franciscans Together Request for Proposal that was recently released, with education attainment as the priority for young people 13-24 years old.

Discussion followed.

Ms. Cameron McHenry presented on the work of the Workforce Investment Community Advisory Committee (WICAC). Ms. McHenry discussed the challenges of the WICAC in nominating a Chair and requested that there be a standing agenda item for a WICAC presentation at all future WISF meetings and public comment taken until such time that they could get representation on the WICAC Board.

Discussion followed.

Mr. Rob Black commented that further conversation would be had in order to determine the best to have the WICAC liaise with the WISF.

Public Comment

Mr. Rob Black's call for public comment yielded the following response:

Mr. David Sach, LGBT Community Center, commented in favor of having the voice of the WICAC at the WISF table.

Mr. Joe Ramirez-Farrier, Positive Resource Center, commented in favor of giving the WICAC, even in a non-voting role with a seat at the WISF table.

Ms. Jeaneane Young, Public Defenders Office, commented on outreach for the U.S. Census.

(Ms. Rhonda Simmons proposed that in the interest of time Agenda Items #7 and #8 be carried over to the next WISF meeting on August 25, 2010.

Conclusion

On motion by Mr. Rob Black, seconded and carried, the meeting was adjourned at 10:45am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

GOVERNMENT
DOCUMENTS DEPT

AUG 18 2010

SAN FRANCISCO
PUBLIC LIBRARY

Date: Wednesday, August 25, 2010

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Copies of materials may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

OTHER ACCOMMODATIONS

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Issued: Thursday, August 12, 2010

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org |
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, AUGUST 25, 2010
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
Union Square Room
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on May 26, 2010 (<i>Action Item</i>)*
3. Introduction/Director's Remarks (<i>Discussion Item</i>)
4. Policy Update (<i>Discussion Item</i>)
5. Economic Update (<i>Discussion Item</i>)
6. Program Spotlights (<i>Discussion Item</i>)
7. Committee Reports (<i>Discussion</i>)
8. Adjournment (<i>Action Item</i>)

* Materials Included:

-Minutes from Meeting Held on May 26, 2010

THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, DECEMBER 1, 2010
FROM 9:00AM – 11:00AM
HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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Minutes Of The
August 25, 2010 Meeting Of The
Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94102

NOV 19 2010

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Members Present

Rob Black, Chair
Steve Arcelona for Trent Rhorer, Human
Services Agency
Steve Leder, Human Resources
Paul Guisti, Recology
Alice Kwong for Debra Johnson, SFMTA
Ann Wegher, Employment Development Div.
Barbara Garcia, San Francisco Department of
Public Health
Debra Higa, Starwood Hotels
Dr. Don Q. Griffin, City College of San Francisco
Egon Terplan, SPUR
Kent Lim, Kent Lim Construction
Michael Wald, Stanford University

Michael Theriault, San Francisco Building and
Trades Council
Rodrigo Santos, Santos Urrutia Structural
Engineering
Ross Mirkarimi, San Francisco Board of
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Ted Egan, San Francisco Office of Economic
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Tom Ruiz for Carlos Garcia, San Francisco
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Darlene Rutkowski, Department of
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Diane Easterwood, Kaiser-Permanente
Reuben Santana, Rubicon Construction

Members Absent

Celeste Alleyne, Microsoft
Henry Alvarez III, San Francisco Housing
Authority
Jennifer Hermann, UCSF
Nicholas de Lorenzo, National Council on Aging
Tom Ryan, San Francisco Labor Council
Sylvia Kwan, Kwan Henmi

Mary Ruth Gross, SEIU UHW-West & Joint
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Sheila O'Mahoney, UPS
John McKnight, Nuprecon, LP
Micki Callahan, Department of Human
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Glenn Eagleson, Director, Policy and Planning
John Halpin, Sector Academies Program
Manager
Aldo Rodriguez, Workforce Development
Specialist

Marc Majors, WIA Program Manager
Nikki Ford, Administrative Assistant
Patrick Mitchell, WIA Specialist
Steven Currie, Workforce Policy Specialist
Sherita Moeser, Public Service Trainee
Annette Taylor, Administrative Assistant
Janan Howell, Workforce Program Specialist
Jo Mestelle, Workforce Operations Director
Dwennette Flash, Business Services Specialist

Public

(As Evidenced by the Sign-In Sheet)

Emylene Aspilla, JVS
David Bach, LGBT Center
Laurie Bernstein, Goodwill
Jamie Brewster, AND
Kathleen Carroll, Herrero Contractors
Lauren Cimino, Walden House
Terry Feeley
Kim Fox, Goodwill
Amelley Gaviria, Academie de Cuisine
Amanda Gerrie, Pathways Consultants
Ivy Hankins, Airport Commission
Erin Hirsch, Goodwill
Ruth Kavanagh, EDD, LMI
Steve Kawa, Mayor's Office
Nicole Levine, Women's Initiative for Self
Employment

Robert Lopez, MHH
Queen Lu, HMM
Phyllis McGuire, City College of San Francisco
Cameron McHenry, SHEC/WiCAC
Lili Morales, MHH/SOME
Matt Pollard, Bay Area Coalition for
Employment Development
Andrew Russo, SF Family Support Network
Elizabeth Stamberger, University of Michigan
Abby Sway, JVS
Homer Teng, Chinatown Families Economic
Self-Sufficiency Coalition
Jorge Tapia, EDD
Aaron Winters, Upwardly Global

Roll Call	Mr. Rob Black, Chair, called the meeting to order at 9:14 am. He welcomed those in attendance and called for introductions from those present.
Agenda (Action Item)	On motion by Mr. Reuben Santana seconded and carried, the WISF Board adopted the agenda.
Minutes (Action Item)	On motion by Mr. Michael Wald, seconded and carried, the WISF Board approved the meeting minutes of the May 26, 2010 WISF Meeting.
Director's Report (Discussion Item)	Ms. Rhonda Simmons gave an update on the Workforce Development Strategic Plan and how it has been implemented from a program perspective. Ms. Simmons also discussed the Sector Academies, the One Stops, and the state of the San Francisco economy.
Policy Update (Discussion Item)	Mr. Steve Arcelona gave an update on the JobsNow Program, noting that the current program is scheduled to end on September 30, 2010. Discussion followed.
Economic Update (Discussion Item)	Mr. Ted Egan presented the Economic Update with key indicators for the City of San Francisco, including local, state and national employment figures. Mr. Egan also outlined the real estate, housing, and tourism recovery, as well as retail sales tax figures. Discussion followed.
Program Spotlights (Discussion Item)	Ms. Amy Wallace presented an overview of the Sector Academies and outlined the goals of the program. Ms. Wallace invited the Sector Academy Coordinators to give a brief update on their programs. Ms. Kim Fox, Environmental Director at Goodwill Industries, Sector Coordinator for the TrainGreenSF Academy, discussed their work with the program. Ms. Lily Morales, MHH/SOMECE, Sector Coordinator for the CityBuild Academy, outlined their work with the program. Ms. Emylene Aspilla, Director of Programs, JVS, Sector Coordinator for the HealthCare Academy, summarized their work with the program. Ms. Amy Wallace stated that the majority of the funding for the Sector Academies, currently, is a mix of stimulus ARRA funds, grants, and a small amount of General Fund dollars. Ms. Wallace added that the goal is to have a diverse funding stream for each academy; our challenge this next year is funding, given the loss of ARRA funds. Discussion followed. Mr. Erik Ward presented on the launch and use of the HireSF.org website. Mr. Ward showed video clips that were developed as aids to those who have recently been laid off or looking for a job. Mr. Ward indicated that HireSF.org is a new, on-line portal which will help connect San Francisco employers with job seekers based on skill sets and skill needs, not just key words. Discussion followed.
Committee Reports (Discussion Item)	Mr. Michael Wald gave an update on the Youth Council. He reported on youth workforce training funding sources for 14-24 year old workers and also discussed education and training data and partnerships with community-based organizations. Discussion followed. Ms. Cameron McHenry presented on the work of the Workforce Investment Community

Advisory Committee (WiCAC). Ms. McHenry outlined the three main goals of the committee to function as a bridge for the community for both service providers and clients to the workforce system and to the employers; to build understanding within the community about the Workforce Strategic Plan and Strategies and employer experience and needs; and finally, to build understanding within the workforce system and with employers about community needs and trends.

Public Comment

Mr. Rob Black opened the meeting for public comment.

Mr. Matt Poland, Bay Area Coalition for Employment Development, made an announcement about the upcoming Workforce Development Summit on November 4th.

Mr. Homer Teng, Coordinator, Chinatown Family Economic Self-Sufficiency Coalition, commended OEWD for setting up the sector academies; he further commented on the need for services for limited-English proficient San Francisco residents.

Mr. Andrew Russo, Director, San Francisco Family Support Network, also expressed the need for limited English proficient services and invited staff to attend an upcoming meeting to discuss the issue.

Conclusion
(Action Item)

On motion by Mr. Rob Black, the meeting was adjourned at 11:10 am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
August 25, 2010 Meeting Of The
Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94102

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Members Present

Rob Black, Chair
Steve Arcelona for Trent Rhorer, Human
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Steve Leder, Pacific Gas & Electric
Paul Giusti, Recology
Alice Kwong for Debra Johnson, SFMTA
Anne Wegher, Employment Development
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Abby Snay, JVS
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Jorge Tapia, EDD
Aaron Winters, Upwardly Global

Roll Call	Mr. Rob Black, Chair, called the meeting to order at 9:14 am. He welcomed those in attendance and called for introductions from those present.
Agenda <i>(Action Item)</i>	On motion by Mr. Ruben Santana seconded and carried, the WISF Board adopted the agenda.
Minutes <i>(Action Item)</i>	On motion by Mr. Michael Wald, seconded and carried, the WISF Board approved the meeting minutes of the May 26, 2010 WISF Meeting.
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Mr. Andrew Russo, Director, San Francisco Family Support Network, also expressed the need for limited English proficient services and invited staff to attend an upcoming meeting to discuss the issue.

Conclusion
(Action Item)

On motion by Mr. Rob Black, the meeting was adjourned at 11:10 am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, December 1, 2010

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Copies of materials may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

**KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
(Chapter 67 of the San Francisco Administrative Code)**

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

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11-19-10P02:55 RECD

Issued: Thursday, November 18, 2010

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

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PUBLIC LIBRARY**

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, DECEMBER 1, 2010
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on August 25, 2010 (<i>Action Item</i>)*
3. Introduction/Director's Remarks (<i>Discussion Item</i>)
4. Subcommittee Reports (<i>Discussion Item</i>)
5. Committee Reports (<i>Discussion Item</i>)
6. Public Comment
7. Adjournment (<i>Action Item</i>)

*Materials Included:

-Minutes from Meeting Held on August 25, 2010

THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, FEBRUARY 23, 2011
FROM 9:00AM – 11:00AM
HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
December 1, 2010 Meeting Of The
Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94103

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Members Present

Rob Black, Chair
Micki Callahan, Department of Human
Resources
Nelson Jim for Barbara Garcia, San Francisco
Department of Public Health
Jessica Alva for Paul Giusti, Recology
Dr. Don Q. Griffin, City College of San Francisco
Jennifer Hermann, UCSF
Debra Johnson, SFMTA
Sylvia Kwan, Kwan Henmi
Steve Leder, Pacific Gas & Electric
Kent Lim, Kent Lim Construction
Alice Guidry for Sophie Maxwell, San Francisco
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Nikki Ford, Administrative Assistant
David Taylor, Community Development
Specialist
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(As Evidenced by the Sign-In Sheet)

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Lucy Thomas, Wollberg/Michelson
Matt Poland, MatchBridge/United Way
Phyllis McGuire, CCSF
Kristy Koberna
Joe Ramirez-Forcier, PRC

Jamie Brewster, WiCAC/AND
Kim Coulthurst, Pathways Consultants
Sandra Marilyn, ECS
Jorge Tapia, EDD
Terri Feeley
Elizabeth de Renzy, Women's Initiative for
Self-Employment
Homer Teng, Chinatown Families for
Economic Self-Sufficiency
Amanda Gerrie, Pathways Consultants
Carrie Portis, SF Works

Roll Call

Mr. Rob Black, Chair, called the meeting to order at 9:16 am. He welcomed those in attendance and called for introductions from those present.

Mr. Rob Black noted that a quorum was not initially established, therefore, the Board proceeded with discussion items on the agenda.

Director's Report

(Discussion Item)

Ms. Rhonda Simmons gave an update on changes to the staffing of the WISF and membership of the Youth Council. Ms. Simmons noted that Mr. Dexter Ligo-Gordon had moved on to become Chief of Staff to Phil Ting, Tax Assessor for the City and County of San Francisco and that Mr. Michael Wald had stepped down as Chair of the Youth Council.

Ms. Simmons highlighted the success of the Symposium that the Workforce Development Division hosted in October at the Hotel Whitcomb. The Symposium included over 130 representatives from 49 different Community Based Organizations who provide workforce development services in San Francisco.

Ms. Simmons also noted that the economy on both a local and national level was still challenging with unemployment in San Francisco hovering around 9.5%.

Sub-Committee Reports

(Discussion Item)

Ms. Jennifer Hermann, Chair of the HealthCare Sub-Committee, gave a report on the first meeting of the HealthCare Sub-Committee that was held on November 19, 2010. Ms. Hermann commented that discussion at the November 19th committee meeting centered on the Health Care Industry outlook and target areas of growth, such as: Medical Assistant, Pharmacy Technicians, Lab Scientists and Technicians, HIT, Home Health Aides and Caregivers.

Ms. Hermann noted that there was a specific need for incumbent training and that the committee had discussed ideas for new HealthCare Academy trainings to be offered in order to address the demands of the Industry.

Discussion followed.

Committee Reports

(Discussion Item)

Mr. Michael Wald was not in attendance; therefore, Ms. Simmons gave an update on the work of the Youth Council. Ms. Simmons noted that the December 8, 2010 meeting of the Youth Council would be Mr. Wald's last meeting as Chair.

Ms. Simmons commented on the work that the Youth Council has done under the direction of Mr. Wald, the emphasis on education, the strong joint RFP between OEWD and DCYF, and the awarding of the CLIP Grant to San Francisco, one of only four (4) cities to receive the grant.

Ms. Cameron McHenry and Ms. Jodi Schwartz, Co-Facilitators of the WiCAC, presented on the work of the Workforce Investment Community Advisory Committee (WiCAC). Ms. McHenry presented that the meeting of the WiCAC on October 26, 2010 focused on the Re-Entry population, with around 30 community members in attendance.

Ms. McHenry and Ms. Schwartz noted that the priorities of the community were to highlight the Employment Non-Discrimination Act, prioritize pre-release employment programs and resources for individuals still in custody, and prioritize investment in wraparound services that help Re-entry individuals overcome barriers and connect with life skills/job readiness training prior to employment placement.

Ms. Schwartz commented that the next meeting of the WiCAC would take place in January and have a focus on Transition Aged Youth (ages 16-24). The specific date/time/location was still to be determined. Ms. Schwartz encouraged members of the WISF to attend.

Discussion followed.

Public Comment

Mr. Rob Black opened the meeting for public comment.

Ms. Elizabeth De Renzi, Women's Initiative for Self-Employment, commented on the outcomes of evaluation research noting that their clients were creating 2.5 jobs each, with about 1000 jobs created by their graduates. Around 90% of their graduates are employed or self-employed with 70% still employed after five (5) years and are paid nearly twice the Minimum Wage. Ms. De Renzi asked how the WISF would address job creation through Self-Employment.

Mr. Rob Black noted that Quorum had not been reached, therefore, there would be no vote to adopt the agenda or approve the meeting minutes from the August 25, 2010 meeting of the WISF.

Conclusion

Mr. Rob Black adjourned the meeting at 10:10 am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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Minutes Of The
December 1, 2010 Meeting Of The
Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94103

MAR 31 2011

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Members Present

Rob Black, Chair
Micki Callahan, Department of Human Resources
Nelson Jim for Barbara Garcia, San Francisco Department of Public Health
Jessica Alva for Paul Giusti, Recology
Dr. Don Q. Griffin, City College of San Francisco
Jennifer Hermann, UCSF
Debra Johnson, SFMTA
Sylvia Kwan, Kwan Henmi
Steve Leder, Pacific Gas & Electric
Kent Lim, Kent Lim Construction
Alice Guidry for Sophie Maxwell, San Francisco Board of Supervisors

Darlene Rutkowski, Department of Rehabilitation
Tom Ruiz for Carlos Garcia, San Francisco Unified School District
Tom Ryan, San Francisco Labor Council
Ruben Santana, Rubecon Construction
Rodrigo Santos, Santos Urrutia Structural Engineering
Egon Terplan, SPUR
Michael Theriault, San Francisco Building and Trades Council

Members Absent

Celeste Alleyne, Microsoft
Henry Alvarez III, San Francisco Housing Authority
Diane Easterwood, Kaiser-Permanente
Ted Egan, San Francisco Office of Economic Analysis
Debra Higa, Starwood Hotels
John McKnight, Nuprecon, LP

Ross Mirkarimi, San Francisco Board of Supervisors
Sheila O'Mahony, UPS
Trent Rhorer, Human Services Agency
Michael Wald, Stanford University
Anne Wegher, Employment Development Department

OEWD Staff

Rhonda Simmons, Director, Workforce Development
Amy Wallace, Workforce Development Division Deputy Director
Erik Ward, Business Services Manager
Glenn Eagleson, Director, Policy and Planning
Tiffany Garcia, Rapid Response Specialist
Patrick Mitchell, WIA Specialist
Marissa Bloom, Administrative Assistant

John Halpin, Sector Academies Program Manager
Marc Majors, WIA Program Manager
Nikki Ford, Administrative Assistant
David Taylor, Community Development Specialist
Steven Currie, Workforce Policy Specialist
Sherita Moeser, OEWD Office Assistant

Public

(As Evidenced by the Sign-In Sheet)

Justin Knight, CVS
Ruth Kavanagh, EDD
Cameron McHenry, WiCAC/CHP
Jodi Schwartz, WiCAC/LYRIC
Jennie Mollica, JVS
Phil Clark, ECS
Lucy Thomas, Wollberg/Michelson
Matt Poland, MatchBridge/United Way
Phyllis McGuire, CCSF
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Joe Ramirez-Forcier, PRC

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Conclusion

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, February 23, 2011

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
Union Square Room
1231 Market St
San Francisco, CA 94103

Copies of changes to the Bylaws may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

**KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244

1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683

Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

OTHER ACCOMMODATIONS

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact Erik Ward, staff to the WISF at 415-581-2335 or TDD 800-735-2929 (CRS), at least two business days before the meeting.

Issued: Monday, February 14, 2011

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org |
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, March 30, 2011
Time: 9:00 a.m. – 11:00 a.m.
Location: Hotel Whitcomb
Grand Ballroom
1231 Market St
San Francisco, CA 94103

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Issued: Monday, February 14, 2011

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, March 30, 2011

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

03-25-11A000008 REV0

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Issued: Thursday, March 24, 2011

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org |
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, MARCH 30, 2011
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on August 25, 2010 (<i>Action Item</i>)*
3. Adoption of Minutes from Meeting Held on December 1, 2010 (<i>Action Item</i>)*
4. Introduction/Director's Remarks (<i>Discussion Item</i>)
5. Request to Approve Transfer of WIA Dislocated Worker and ARRA Formula Funds (<i>Action Item</i>)*
6. Committee Reports (<i>Discussion Item</i>) a. Youth Council b. Workforce Investment Community Advisory Committee c. HealthCare Sector Sub-Committee d. Program & Services Oversight Sub-Committee
7. Public Comment
8. Adjournment (<i>Action Item</i>)

*Materials Included:

- ATTACH 2-Minutes from Meeting Held on August 25, 2010
- ATTACH 3-Minutes from Meeting Held on December 1, 2010
- ATTACH 4-Memo- Request to Approve Transfer of WIA Dislocated Worker and ARRA Formula Funds

THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, MAY 25, 2011
FROM 9:00AM – 11:00AM
HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The

March 30, 2011 Meeting Of The

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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Members Present

Rob Black, WISF Chair, Golden Gate Restaurant Association
Barbara Garcia, Department of Public Health
Debra Higa, Westin St. Francis
Debra Johnson, SFMTA
Dr. Don Q. Griffin, City College of San Francisco
Donna Kotake for Micki Callahan, City & County of San Francisco Department of Human Resources
Henry Alvarez III, San Francisco Housing Authority
Lisa Brunelle for Darlene Rutkowski, Department of Rehabilitation
Lorne Needle, United Way of the Bay Area
Jeffrey Chiu for Jennifer Hermann, UCSF
Jonathan Noble for Celeste Alleyne, Microsoft

Kent Lim, Kent Lim Construction
Michael Wald, Stanford University
Mike Theriault, San Francisco Building and Construction Trades Council
Ontario Smith for Steve Leder, PG&E
Paul Giusti, Recology
Rodrigo Santos, Santos & Urrutia, Inc.
Ruben Santana, Rubicon Builders, Inc.
Sam Rodriguez, Hewlett-Packard
Steve Arcelona for Trent Rhorer, Human Services Agency
Ted Egan, San Francisco Office of Economic Analysis
Tom Ruiz for Carlos Garcia, SFUSD
David Tam for Jorge Tapia, Employment Development Department

Members Absent

Diane Easterwood, Kaiser-Permanente
Egon Terplan, SPUR
John McKnight, Nuprecon, LP

Ross Mirkarimi, San Francisco Board of Supervisors
Sylvia Kwan, Kwan/Henmi Architecture

OEWD Staff

Rhonda Simmons, Director of Workforce Development
Amy Wallace, Deputy Director of Workforce Development
Guillermo Rodriguez, Director, CityBuild
Dwennette Flash, Rapid Response Specialist
Erik Ward, Business Services Manager
Glenn Eagleson, Director, Policy & Planning

John Halpin, Sector Academies Program Manager
Kris Damalas, Contracts Administrator
Marc Majors, WIA Program Manager
Marissa Bloom, Administrative Assistant
Nikki Ford, Administrative Assistant
Steven Currie, Workforce Policy Specialist
Sherita Moeser, OEWD Office Assistant
Tiffany Garcia, Business Services Specialist

Public

(As Evidenced by the Sign-In Sheet)

John Altman, SF School Alternative
Homer Teng, Chinatown Families Economic Self-Sufficiency Coalition
Shelley Mays, Geo Care/111 Taylor Street
Jodi Schwartz, LYRIC/WiCAC Member
Ruth Kavanagh, EDD/LMI
Danny Campbell, SMWIA Local 104
Cameron McHenry, SHEC/WiCAC Member
Meiling Wang, Self-Help for the Elderly
Lupine Seran, JVS
Stephanie Simmons, Manpower
Terry Anders, Anders & Anders
Utuma Belfry, Sustainable Futures
Paul Burton, SFBCTC

Mindy Kener, Anders & Anders
Kim Coulthurst, Pathways Consultants
Amanda Gerrie, Pathways Consultants
Emylene Aspill, JVS
Abigail Emerson, JVS
Deborah Dobin, JVS
Susan Murphy, FCS—VVOS
David Bach, LGBT Center
Brett Andrews, PRC
Nicole Levine, Women's Initiative
Matt Poland, Match Bridge
Josh Arce, Brightline
Eddie Ahn, Brightline

Roll Call	Mr. Rob Black, Chair, called the meeting to order at 9:16 am. He welcomed those in attendance and called for introductions from those present.
Agenda (Action Item)	On motion by Mr. Steve Arcelona, seconded and carried, the WISF board adopted the agenda.
Minutes (Action Item)	On motion by Mr. Mike Theriault, seconded and carried, the WISF Board approved the meeting minutes of the August 25, 2010 WISF meeting. On motion by Mr. Mike Theriault, seconded and carried, the WISF Board approved the meeting minutes of the December 1, 2010 WISF meeting.
Director's Report (Discussion Item)	Ms. Rhonda Simmons gave an update on the current budget climate and the potential effects that proposed Federal and State budget cuts would have on workforce programming in San Francisco. On a Federal level President Obama's budget proposes a 5-10% cut to WIA funding, whereas, the House budget proposes to zero out WIA money. Ms. Simmons also commented that the Community Development Block Grant (CDBG) administered through HUD would also be facing funding cuts. On a State level, Ms. Simmons, noted that Redevelopment Agencies were facing significant cuts and that could have a profound impact on the Southeast and SOMA neighborhoods. Mr. Guillermo Rodriguez, Director CityBuild, gave the WISF Board an update on the implementation of the Local Hire Legislation, which affects San Francisco public works projects as of March 25, 2011. Mr. Mike Theriault questioned several aspects of the program. Discussion followed.
Request to Approve Transfer of WIA Dislocated Worker and ARRA Formula Funds (Action Item)	Ms. Amy Wallace presented on OEWD's request to transfer WIA Title I Dislocated Worker Formula funds to WIA Title I Adult Formula funds and ARRA Dislocated Worker Formula funds to ARRA Adult funds. Discussion followed. <i>On motion by Mr. Michael Wald, seconded and carried, the WISF Board unanimously approved the request to transfer WIA Title I Dislocated Worker Formula funds in the amount of \$1,095,651.00 to WIA Title I Adult Formula funds and to transfer ARRA Dislocated Worker Formula funds in the amount of \$816,507.00 to ARRA Adult Formula funds.</i>
Committee Reports (Discussion Item)	Mr. Lorne Needle was introduced as the new Chair of the Youth Council of the Workforce Investment San Francisco Board. Mr. Michael Wald, outgoing Youth Council chair, presented on the Youth Council Report <i>Building Our Youth for the Future: Strengthening San Francisco's Youth Workforce System</i> which identifies the actions and accomplishments of the Youth Council over the last 18 months and outlines a vision for how San Francisco can continue to build its youth for the future and thus build San Francisco's economic future. Discussion followed. Ms. Jodi Schwartz and Ms. Cameron McHenry, Co-Facilitators for the WiCAC, presented on the March 23 rd meeting of the WiCAC, held at City College of San Francisco, focusing on Transition Aged Youth. The theme of this meeting was to build understanding of transition age youth (16-24) service and support needs in their pathway to getting a job and how the workforce system can best meet those needs. Ms. Cameron McHenry presented on the next steps of the WiCAC in strengthening its relationship to the WISF. The WiCAC suggests encouraging inter-board/committee attendance, enhanced outreach to key partners on the WISF, Youth Council and within the City, as well as, to present proposed implementation steps and timeline to WISF. Also, a WiCAC member will sit on

the Program & Services Oversight Committee.

Mr. John Halpin presented on the work of the Health Care Sector Sub-Committee of the WISF Board. Mr. Halpin gave an overview of the demographics of the clients served through the HealthCare Academy, performance of the Academy, and the labor market trends that are driving the HealthCare Academy's training strategy.

Due to issues with time the Program & Services Oversight Committee did not report out to the WISF.

Discussion followed.

Public Comment

Mr. Rob Black's call for Public Comment yielded the following responses:

Ms. Utuma Belfry, commented in favor of the Local Hire Legislation.

Mr. Homer Teng, Chinatown Families Economic Self-Sufficiency Coalition, commented on the need for more services for Limited English Speaking adults and children in San Francisco.

Mr. Terry Anders, Anders & Anders Foundation, commented on the lack of community based programs for youth throughout the City. Mr. Anders also commented in favor of the Local Hire Legislation.

Mr. Josh Arce, Brightline Defense, commented in favor of the Local Hire legislation.

Ms. Nicole Levine, Women's Initiative for Self-Employment, encouraged the Board to look at micro enterprise and entrepreneurship as a possibility for allocation and job creation.

Conclusion

Mr. Rob Black adjourned the meeting at 11:23 am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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Minutes Of The

March 30, 2011 Meeting Of The

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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Debra Higa, Westin St. Francis

Debra Johnson, SFMTA

Dr. Don Q. Griffin, City College of San Francisco

Donna Kotake for Micki Callahan, City & County

of San Francisco Department of Human Resources

Henry Alvarez III, San Francisco Housing Authority

Lisa Brunelle for Darlene Rutkowski, Department of Rehabilitation

Lorne Needle, United Way of the Bay Area

Jeffrey Chiu for Jennifer Hermann, UCSF

Jonathan Noble for Celeste Alleyne, Microsoft

Kent Lim, Kent Lim Construction

Michael Wald, Stanford University

Mike Theriault, San Francisco Building and Construction Trades Council

Ontario Smith for Steve Leder, PG&E

Paul Giusti, Recology

Rodrigo Santos, Santos & Urrutia, Inc.

Ruben Santana, Rubecon Builders, Inc.

Sam Rodriguez, Hewlett-Packard

Steve Arcelona for Trent Rhorer, Human Services Agency

Ted Egan, San Francisco Office of Economic Analysis

Tom Ruiz for Carlos Garcia, SFUSD

David Tam for Jorge Tapia, Employment Development Department

Members Absent

Diane Easterwood, Kaiser-Permanente

Egon Terplan, SPUR

John McKnight, Nuprecon, LP

Ross Mirkarimi, San Francisco Board of Supervisors

Sylvia Kwan, Kwan/Henmi Architecture

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(As Evidenced by the Sign-In Sheet)

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Shelley Mays, Geo Care/111 Taylor Street

Jodi Schwartz, LYRIC/WiCAC Member

Ruth Kavanagh, EDD/LMI

Danny Campbell, SMWIA Local 104

Cameron McHenry, SHEC/WiCAC Member

Meiling Wang, Self-Help for the Elderly

Lupine Seran, JVS

Stephanie Simmons, Manpower

Terry Anders, Anders & Anders

Utuma Belfry, Sustainable Futures

Paul Burton, SFBCTC

Mindy Kener, Anders & Anders

Kim Coulthurst, Pathways Consultants

Amanda Gerrie, Pathways Consultants

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Abigail Emerson, JVS

Deborah Dobin, JVS

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Matt Poland, Match Bridge

Josh Arce, Brightline

Eddie Ahn, Brightline

Roll Call	Mr. Rob Black, Chair, called the meeting to order at 9:16 am. He welcomed those in attendance and called for introductions from those present.
Agenda (Action Item)	On motion by Mr. Steve Arcelona, seconded and carried, the WISF board adopted the agenda.
Minutes (Action Item)	On motion by Mr. Mike Theriault, seconded and carried, the WISF Board approved the meeting minutes of the August 25, 2010 WISF meeting. On motion by Mr. Mike Theriault, seconded and carried, the WISF Board approved the meeting minutes of the December 1, 2010 WISF meeting.
Director's Report (Discussion Item)	Ms. Rhonda Simmons gave an update on the current budget climate and the potential effects that proposed Federal and State budget cuts would have on workforce programming in San Francisco. On a Federal level President Obama's budget proposes a 5-10% cut to WIA funding, whereas, the House budget proposes to zero out WIA money. Ms. Simmons also commented that the Community Development Block Grant (CDBG) administered through HUD would also be facing funding cuts. On a State level, Ms. Simmons, noted that Redevelopment Agencies were facing significant cuts and that could have a profound impact on the Southeast and SOMA neighborhoods. Mr. Guillermo Rodriguez, Director CityBuild, gave the WISF Board an update on the implementation of the Local Hire Legislation, which affects San Francisco public works projects as of March 25, 2011. Mr. Mike Theriault questioned several aspects of the program. Discussion followed.
Request to Approve Transfer of WIA Dislocated Worker and ARRA Formula Funds (Action Item)	Ms. Amy Wallace presented on OEWD's request to transfer WIA Title I Dislocated Worker Formula funds to WIA Title I Adult Formula funds and ARRA Dislocated Worker Formula funds to ARRA Adult funds. Discussion followed. <i>On motion by Mr. Michael Wold, seconded and carried, the WISF Board unanimously approved the request to transfer WIA Title I Dislocated Worker Formula funds in the amount of \$1,095,651.00 to WIA Title I Adult Formula funds and to transfer ARRA Dislocated Worker Formula funds in the amount of \$816,507.00 to ARRA Adult Formula funds.</i>
Committee Reports (Discussion Item)	Mr. Lorne Needle was introduced as the new Chair of the Youth Council of the Workforce Investment San Francisco Board. Mr. Michael Wald, outgoing Youth Council chair, presented on the Youth Council Report <i>Building Our Youth for the Future: Strengthening San Francisco's Youth Workforce System</i> which identifies the actions and accomplishments of the Youth Council over the last 18 months and outlines a vision for how San Francisco can continue to build its youth for the future and thus build San Francisco's economic future. Discussion followed. Ms. Jodi Schwartz and Ms. Cameron McHenry, Co-Facilitators for the WiCAC, presented on the March 23 rd meeting of the WiCAC, held at City College of San Francisco, focusing on Transition Aged Youth. The theme of this meeting was to build understanding of transition age youth (16-24) service and support needs in their pathway to getting a job and how the workforce system can best meet those needs. Ms. Cameron McHenry presented on the next steps of the WiCAC in strengthening its relationship to the WISF. The WiCAC suggests encouraging inter-board/committee attendance, enhanced outreach to key partners on the WISF, Youth Council and within the City, as well as, to present proposed implementation steps and timeline to WISF. Also, a WiCAC member will sit on

the Program & Services Oversight Committee.

Mr. John Halpin presented on the work of the Health Care Sector Sub-Committee of the WISF Board. Mr. Halpin gave an overview of the demographics of the clients served through the HealthCare Academy, performance of the Academy, and the labor market trends that are driving the HealthCare Academy's training strategy.

Due to issues with time the Program & Services Oversight Committee did not report out to the WISF.

Discussion followed.

Public Comment

Mr. Rob Black's call for Public Comment yielded the following responses:

Ms. Utuma Belfry, commented in favor of the Local Hire Legislation.

Mr. Homer Teng, Chinatown Families Economic Self-Sufficiency Coalition, commented on the need for more services for Limited English Speaking adults and children in San Francisco.

Mr. Terry Anders, Anders & Anders Foundation, commented on the lack of community based programs for youth throughout the City. Mr. Anders also commented in favor of the Local Hire Legislation.

Mr. Josh Arce, Brightline Defense, commented in favor of the Local Hire legislation.

Ms. Nicole Levine, Women's Initiative for Self-Employment, encouraged the Board to look at micro enterprise and entrepreneurship as a possibility for allocation and job creation.

Conclusion

Mr. Rob Black adjourned the meeting at 11:23 am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, May 25, 2011
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Copies of materials may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

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Issued: Thursday, May 19, 2011

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e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

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AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, MAY 25, 2011
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Meeting Held on March 30, 2011 (<i>Action Item</i>)*
3. Introduction/Director's Remarks (<i>Discussion Item</i>)
4. 2011/2012 Workforce Strategy & Programming Presentation (<i>Discussion Item</i>)
5. Chair's Report (<i>Discussion Item</i>)
6. Committee Reports (<i>Discussion Item</i>)
7. Public Comment
8. Adjournment (<i>Action Item</i>)

*Materials Included:

-ATTACH 1-Minutes from Meeting Held on March 30, 2011

THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, AUGUST 31, 2011
FROM 9:00AM – 11:00AM
HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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Minutes Of The
May 25, 2011 Meeting Of The
Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94103

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Members Present

Rob Black, WISF Chair, Golden Gate
Restaurant Association
Debra Johnson, SFMTA
Dr. Don Q. Griffin, City College of San
Francisco
Donna Kotake for Micki Callahan, City &
County of San Francisco Department of
Human Resources
Darlene Rutkowski, Department of
Rehabilitation
Jennifer Hermann, UCSF
John McKnight, Nuprecon, LP
Jorge Tapia, Employment Development
Department

Kent Lim, Kent Lim Construction
Mike Theriault, San Francisco Building
and Construction Trades Council
Paul Giusti, Recology
Rodrigo Santos, Santos & Urrutia, Inc.
Ruben Santana, Rubicon Builders, Inc.
Sam Rodriguez, Hewlett-Packard
Ted Egan, San Francisco Office of
Economic
Analysis
Sylvia Kwan, Kwan/Henmi Architecture

Members Absent

Barbara Garcia, Department of Public
Health
Carlos Garcia, SFUSD
Celeste Alleyne, Microsoft
Debra Higa, Westin St. Francis
Diane Easterwood, Kaiser-Permanente
Egon Terplan, SPUR

Henry Alvarez III, San Francisco Housing
Authority
Lorne Needle, United Way of the Bay
Area
Michael Wald, Stanford University
Ross Mirkarimi, San Francisco Board of
Supervisors
Trent Rhorer, Human Services Agency

OEWD Staff

Rhonda Simmons, Director of Workforce
Development
Amy Wallace, Deputy Director of
Workforce Development
Glenn Eagleson, Director, Policy &
Planning

John Halpin, Sector Academies Program
Manager
Marc Majors, WIA Program Manager
Marissa Bloom, Administrative Assistant
Nikki Ford, Administrative Assistant
Steven Currie, Workforce Policy Specialist
Sherita Moeser, OEWD Office Assistant

Public

(As Evidenced by the Sign-In Sheet)

Ivy Hankins, SFO Airport Commission
Phil Clark, ECS/WiCAC Member
Joe Ramirez-Forcier, PRC
Robert Lopez, MHH
Phyllis McGuire, CCSF
Mindy Kener, Anders & Anders
Lupine Seran, JVS

Elizabeth de Reuzu, Women's Initiative
for Self-Employment
Bill Smith, Compass Family
David Bach, LGBT Center
Cameron McHenry, SHEC/CHP/WiCAC
Emylene Aspillá, JVS
Terry Anders, Anders & Anders
Kimberly Hill, LIFT Urban University

Roll Call

Mr. Rob Black, Chair, called the meeting to order at 9:11 am. He welcomed those in attendance and called for introductions from those present.

Mr. Black noted that a Quorum was not initially established, therefore, the Board proceeded with discussion items on the agenda.

Agenda
(Action Item)

The agenda was not adopted due to a lack of quorum.

Minutes
(Action Item)

The minutes of the March 30, 2011 meeting minutes were not approved due to a lack of quorum.

Mr. Black noted that a letter sent to him from WISF member Mike Theriault had been included in the May 25, 2011 meeting packet. This letter noted several concerns that Mr. Theriault had with the discussion at the March 30, 2011 WISF meeting on the implementation of the new Local Hire Policy.

Mr. Black expressed his own concerns about the discussion regarding the grievance process under the new Local Hire policy.

Director's Report
(Discussion Item)

Ms. Simmons reported that President Obama passed a federal budget that did not eliminate Workforce Investment Act (WIA) funds; however, OEWD did receive a 17% cut in funds; which was better than the 30% cut that had been expected. Ms. Simmons reported that the end of ARRA funding would mean that the Workforce Development Division would lose roughly \$6 Million and that funding for currently funded programs would be affected.

Ms. Simmons commented on the lasting affects of the recession on placement numbers and that the overall unemployment rates both nationally and locally were still high.

2011/2012 Workforce Strategy & Programming Presentation
(Action Item)

Mr. Steven Currie presented on OEWD's 2011/2012 Workforce Strategy & Programming. Mr. Currie gave an overview of OEWD's Sector Strategy and the four main program areas. Those areas are Sector Academies, One Stop Career Link Centers, Youth Services and Business Assistance.

Discussion followed.

Chair's Report

Mr. Rob Black reported on a meeting he had with Youth Council Chair Lorne Needle with Corporation for a Skilled Workforce, a national consulting firm, which will help lay out a strategy for articulating the goals of the WISF and OEWD to policy makers. Mr. Black proposed the formation of a working group to focus on advocacy with the Mayor's Office to set an agenda and develop support for OEWD's workforce strategy.

Committee Reports
(Discussion Item)

Ms. Cameron McHenry, Co-Facilitator for the WICAC, and Mr. Phil Clark presented on the May 18th meeting of the WICAC, and the upcoming June 22nd meeting; which will focus on the needs of Homeless individuals and the barriers they face in finding employment in San Francisco.

Discussion followed.

Ms. Rhonda Simmons reported on the first meeting of the Youth Council; which was held on May 18, 2011. Ms. Simmons noted that there was a proposal to create two potential committees. One to discuss outcomes and evaluation to get better evaluate the progress of youth programs. Another to discuss a youth workforce using the Youth Council publication as a platform to set an agenda with a new Mayoral administration

around youth workforce.

Discussion followed.

Public Comment

Mr. Rob Black's call for Public Comment yielded the following responses:

Joe Ramirez-Forcier, PRC, commented in favor of a small business strategy for job development.

Liz de Reuzy, WISE, commented in favor of small business growth and that 2010 graduates from the WISE program created nearly 600 jobs.

Terry Anders, Anders & Anders, commented on the difficulties in serving clients with several barriers to employment that become conflicting interests when serving a hard to serve population.

Mr. Rob Black noted that Quorum had not been reached, therefore, there would be no vote to adopt the agenda or approve the meeting minutes from the May 25, 2010 meeting of the WISF.

Conclusion

Mr. Rob Black adjourned the meeting at 10:55 am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, August 31, 2011

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Copies of changes to the Bylaws may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

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E-mail: sott@sfgov.org

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Issued: Friday, August 19, 2011

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Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD & YOUTH COUNCIL

Date: Wednesday, September 14, 2011

Time: 9:00AM – 11:00AM

Location: Joint Meeting of the WISF & Youth Council
Hotel Whitcomb
1231 Market St
Grand Ballroom
San Francisco, CA 94103

Copies of changes to the Bylaws may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD & YOUTH COUNCIL

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Date: Wednesday, September 14, 2011

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

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Issued: Wednesday, September 7, 2011

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AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD & YOUTH COUNCIL
WEDNESDAY, SEPTEMBER 14, 2011
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from WISF Meeting Held on March 30, 2011 (<i>Action Item</i>)*
3. Adoption of Minutes from WISF Meeting Held on May 25, 2011 (<i>Action Item</i>)*
4. Adoption of Minutes from Youth Council Meeting held on May 18, 2011 (<i>Action Item</i>)*
5. WISF & Youth Council Workforce Strategy (<i>Discussion Item</i>)
6. Public Comment
7. Adjournment (<i>Action Item</i>)

*Materials Included:

- ATTACH 2-Minutes from WISF Meeting Held on March 30, 2011
- ATTACH 3-Minutes from WISF Meeting Held on May 25, 2011
- ATTACH 4-Minutes from Youth Council Meeting Held on May 18, 2011

THE NEXT MEETING OF THE WISF WILL BE HELD ON
WEDNESDAY, DECEMBER 7, 2011
FROM 9:00AM – 11:00AM
HOTEL WHITCOMB—1231 MARKET STREET, SAN FRANCISCO, CA 94103

THE NEXT MEETING OF THE YOUTH COUNCIL WILL BE HELD ON
WEDNESDAY, NOVEMBER 16, 2011
FROM 4:00PM TO 6:00PM
1 SOUTH VAN NESS AVENUE, 2ND FLOOR ATRIUM, SAN FRANCISCO, CA 94102

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
September 14, 2011
Joint Meeting Of The

Workforce Investment San Francisco (WISF) Board & Youth Council

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Rob Black, WISF Chair, Golden Gate
Restaurant Association
Lorne Needle, Youth Council Chair, United
Way of the Bay Area
Debra Johnson, SFMTA
Dr. Don Q. Griffin, City College of San
Francisco
Micki Callahan, City & County of San
Francisco Department of Human
Resources
Darlene Rutkowski, Department of
Rehabilitation
Egon Terplan, SPUR
Henry Alvarez III, San Francisco Housing
Authority
Linda Gregory for Jennifer Hermann, UCSF

John McKnight, Nuprecon, LP
Jorge Tapia, Employment Development
Department
Kent Lim, Kent Lim Construction
Michael Wald, Stanford University
Mike Theriault, San Francisco Building
and Construction Trades Council
Jessica Alva for Paul Giusti, Recology
Rodrigo Santos, Santos & Urrutia, Inc.
Ruben Santana, Rubecon Builders, Inc.
Sam Rodriguez, Hewlett-Packard
Ted Egan, San Francisco Office of
Economic Analysis
Tom Ruiz for Carlos Garcia, SFUSD
Trent Rhorer, Human Services Agency
Sylvia Kwan, Kwan/Henmi Architecture

WISF Members Absent

Barbara Garcia, Department of Public
Health
Celeste Alleyne, Microsoft
Debra Higa, Westin St. Francis

Diane Easterwood, Kaiser-Permanente
Ross Mirkarimi, San Francisco Board of
Supervisors

Youth Council Members Present

Lorne Needle, Youth Council Chair, United
Way of the Bay Area
Allison Magee, Juvenile Probation
Department
Ciara Wade, New Door Ventures
Damon Lew, UCSF
Ed Melendez, Larkin Street
Katy Miller, Office of the District Attorney
Maria Su, DCYF

Mario Yedidia, Youth Commission
Nadiyah Shereff, TAY-SF
Phyllis McGuire, City College of San
Francisco
Ray Yang for Chief Wend Still, San
Francisco Adult Probation
Rachel Antrobus, TAY-SF
Steve Arcelona, Human Services Agency
Wilhelmina Parker, Treasure Island Job
Corps

Youth Council Members Absent

Alma Ruznick, TAY-SF
Brian Cheu, Mayor's Office of Housing
Domenica Henderson, San Francisco
Housing Authority
Hydra Mendoza, Mayor's Office

Janet Schultz, SFUSD
Jose Luis Mejia, TAY-SF
Marc Spencer, Juma Ventures
Maya Razon, HR Consultant

OEWD Staff & Notables

Mayor Edwin M. Lee, City & County of San Francisco
Rhonda Simmons, Director of Workforce Development
Amy Wallace, Deputy Director of Workforce Development
Glenn Eagleson, Director, Policy & Planning
Armina Brown, Administrative Assistant
Erik Ward, Business Services Manager
John Halpin, Sector Academies Program Manager
Kasie Vinson, Grants Administrator
Ken Nim, Contract Compliance Officer

Kristine Damalas, Contracts Administrator
Kriztina Palone, Workforce Specialist
Lillie Ellison, Compliance Officer
Marc Majors, WIA Program Manager
Marissa Bloom, Administrative Assistant
Nikki Ford, Administrative Assistant
Patrick Mitchell, Workforce Specialist
Steven Currie, Workforce Policy Specialist
Sherita Moeser, OEWD Office Assistant
Tiffany Garcia, Rapid Response Specialist

Public (As Evidenced by the Sign-In Sheet)

Cindy Nuebe, EDD
David Tam, EDD
James Cole, SFUSD
Emylene Aspiella, JVS
Phimy Truong, Youth Commission
Richard Johnson, EDD
Jessica Muniz, EDD
Ruth Barajas, CHALK
Larry Robbin, Robbin & Associates
Amy Luu, BAMA
Larry Good, CSW

Linda Wells, SFUSD
Karen Dick, Raphael House
John Aultman, SF School Alliance
Linda Palmquist, EDD
Adam Rogers, Goodwill
Tiffany Thich, EDD
Allison Cohen, TAY-SF
Lupine Seran, JVS
Beth Kay, NAF
Naomi Kelly, City Administrator

Roll Call

Mr. Rob Black, Chair, called the meeting to order at 9:09 am. He welcomed those in attendance and called for introductions from those present.

Mr. Rob Black noted that a quorum was established at 9:22am, therefore, the WISF moved forward with action items on the agenda.

Agenda (Action Item)

On motion by Michael Theriault, seconded and carried, the WISF board and Youth Council adopted the agenda.

Youth Council Minutes (Action Item)

On motion by Steve Arcelona, seconded and carried, the Youth Council approved the minutes of the May 18, 2011 meeting.

WISF Minutes (Action Item)

On motion by Sylvia Kwan, seconded and carried, the WISF Board approved the minutes of the March 30, 2011 meeting.

On motion by Rodrigo Santos, seconded and carried, the WISF Board approved the minutes of the May 25, 2011 meeting.

WISF & Youth Council Workforce Strategy (Discussion Item)

Mr. Black presented on the ongoing strategic planning process between the WISF, Youth Council and Corporation for a Skilled Workforce (CSW). The goals of this process are to develop a shared vision for the Workforce Development system through a strong public-private partnership with a dual client model where employers and unemployed/underemployed individuals are being engaged to help companies be successful and to develop a strong implementation strategy based on the current economic realities.

Mr. Lorne Needle commented that the goals of the Youth Council in this strategic

planning process are to make clear that the objectives of the youth workforce system are for young people to achieve educational outcomes in order to help them compete successfully, working towards closer alignment with other departments around funding strategies, and a look at program quality standards around how you work with young people.

Mr. Ed Strong of Corporation for a Skilled Workforce (CSW) outlined the major themes that arose from the feedback that was provided by WISF and Youth Council members during an interview process that was conducted in August, 2011. From those interviews the following themes were identified:

- Align Resources around a Common Vision of One City – Building Jobs
- Build on San Francisco's History of a Continuum of Care
- Support Employers and Get Business Buy-in for our Strategic Plan

Mr. Ted Egan gave a presentation on the historic recession that has affected San Francisco's jobs outlook. Mr. Egan noted that the City of San Francisco lost 30,000 jobs between 2008 and 2010, and has only gained 500 jobs per year over the last two years. One of the hardest hit groups are youth, with the unemployment rate for youth (ages 16-19 years) looking for jobs, at 33%. However, there is some job growth in the technology industries, such as digital media, information technology and biotechnology.

Discussion followed.

Mayor Edwin M. Lee briefly gave remarks on the need to revise the City's tax system in order to promote job creation, and he asked that the WISF and Youth Council help the City to strategize about how to get San Francisco's workforce skilled up to fill these jobs.

The WISF & Youth Council members, along with members of the public, broke out into several small groups to discuss the three themes that were introduced by CSW earlier. Each group came back to report out the results of their group's discussion.

Discussion followed.

Public Comment

Mr. Rob Black's call for public comment yielded no response.

Conclusion

Mr. Rob Black adjourned the meeting at 11:11am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
September 14, 2011
Joint Meeting Of The

Workforce Investment San Francisco (WISF) Board & Youth Council
Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

WISF Members Present

Rob Black, WISF Chair, Golden Gate
Restaurant Association
Lorne Needle, Youth Council Chair, United
Way of the Bay Area
Debra Johnson, SFMTA
Dr. Don Q. Griffin, City College of San
Francisco
Micki Callahan, City & County of San
Francisco Department of Human
Resources
Darlene Rutkowski, Department of
Rehabilitation
Egon Terplan, SPUR
Henry Alvarez III, San Francisco Housing
Authority
Linda Gregory for Jennifer Hermann, UCSF

John McKnight, Nuprecon, LP
Jorge Tapia, Employment Development
Department
Kent Lim, Kent Lim Construction
Michael Wald, Stanford University
Mike Theriault, San Francisco Building
and Construction Trades Council
Jessica Alva for Paul Giusti, Recology
Rodrigo Santos, Santos & Urrutia, Inc.
Ruben Santana, Rubecon Builders, Inc.
Sam Rodriguez, Hewlett-Packard
Ted Egan, San Francisco Office of
Economic Analysis
Tom Ruiz for Carlos Garcia, SFUSD
Trent Rhorer, Human Services Agency
Sylvia Kwan, Kwan/Henmi Architecture

WISF Members Absent

Barbara Garcia, Department of Public
Health
Celeste Alleyne, Microsoft
Debra Higa, Westin St. Francis

Diane Easterwood, Kaiser-Permanente
Ross Mirkarimi, San Francisco Board of
Supervisors

Youth Council Members Present

Lorne Needle, Youth Council Chair, United
Way of the Bay Area
Allison Magee, Juvenile Probation
Department
Ciara Wade, New Door Ventures
Damon Lew, UCSF
Ed Melendez, Larkin Street
Katy Miller, Office of the District Attorney
Maria Su, DCYF

Mario Yedidia, Youth Commission
Nadiyah Shereff, TAY-SF
Phyllis McGuire, City College of San
Francisco
Ray Yang for Chief Wend Still, San
Francisco Adult Probation
Rachel Antrobus, TAY-SF
Steve Arcelona, Human Services Agency
Wilhelmina Parker, Treasure Island Job
Corps

Youth Council Members Absent

Alma Ruznick, TAY-SF
Brian Cheu, Mayor's Office of Housing
Domenica Henderson, San Francisco
Housing Authority
Hydra Mendoza, Mayor's Office

Janet Schultz, SFUSD
Jose Luis Mejia, TAY-SF
Marc Spencer, Juma Ventures
Maya Razon, HR Consultant

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OEWD Staff & Notables

Mayor Edwin M. Lee, City & County of San Francisco
Rhonda Simmons, Director of Workforce Development
Amy Wallace, Deputy Director of Workforce Development
Glenn Eagleson, Director, Policy & Planning
Armina Brown, Administrative Assistant
Erik Ward, Business Services Manager
John Halpin, Sector Academies Program Manager
Kasie Vinson, Grants Administrator
Ken Nim, Contract Compliance Officer

Kristine Damalas, Contracts Administrator
Kriztina Palone, Workforce Specialist
Lillie Ellison, Compliance Officer
Marc Majors, WIA Program Manager
Marissa Bloom, Administrative Assistant
Nikki Ford, Administrative Assistant
Patrick Mitchell, Workforce Specialist
Steven Currie, Workforce Policy Specialist
Sherita Moeser, OEWD Office Assistant
Tiffany Garcia, Rapid Response Specialist

Public

(As Evidenced by the Sign-In Sheet)

Cindy Nuebe, EDD
David Tam, EDD
James Cole, SFUSD
Emylene Aspilla, JVS
Phimy Truong, Youth Commission
Richard Johnson, EDD
Jessica Muniz, EDD
Ruth Barajas, CHALK
Larry Robbin, Robbin & Associates
Amy Luu, BAMA
Larry Good, CSW

Linda Wells, SFUSD
Karen Dick, Raphael House
John Aultman, SF School Alliance
Linda Palmquist, EDD
Adam Rogers, Goodwill
Tiffany Thich, EDD
Allison Cohen, TAY-SF
Lupine Seran, JVS
Beth Kay, NAF
Naomi Kelly, City Administrator

Roll Call

Mr. Rob Black, Chair, called the meeting to order at 9:09 am. He welcomed those in attendance and called for introductions from those present.

Mr. Rob Black noted that a quorum was established at 9:22am, therefore, the WISF moved forward with action items on the agenda.

Agenda

(Action Item)

On motion by Michael Theriault, seconded and carried, the WISF board and Youth Council adopted the agenda.

Youth Council Minutes

(Action Item)

On motion by Steve Arcelona, seconded and carried, the Youth Council approved the minutes of the May 18, 2011 meeting.

WISF Minutes

(Action Item)

On motion by Sylvia Kwan, seconded and carried, the WISF Board approved the minutes of the March 30, 2011 meeting.

On motion by Rodrigo Santos, seconded and carried, the WISF Board approved the minutes of the May 25, 2011 meeting.

WISF & Youth Council Workforce Strategy

(Discussion Item)

Mr. Black presented on the ongoing strategic planning process between the WISF, Youth Council and Corporation for a Skilled Workforce (CSW). The goals of this process are to develop a shared vision for the Workforce Development system through a strong public-private partnership with a dual client model where employers and unemployed/underemployed individuals are being engaged to help companies be successful and to develop a strong implementation strategy based on the current economic realities.

Mr. Lorne Needle commented that the goals of the Youth Council in this strategic

planning process are to make clear that the objectives of the youth workforce system are for young people to achieve educational outcomes in order to help them compete successfully, working towards closer alignment with other departments around funding strategies, and a look at program quality standards around how you work with young people.

Mr. Ed Strong of Corporation for a Skilled Workforce (CSW) outlined the major themes that arose from the feedback that was provided by WISF and Youth Council members during an interview process that was conducted in August, 2011. From those interviews the following themes were identified:

- Align Resources around a Common Vision of One City – Building Jobs
- Build on San Francisco's History of a Continuum of Care
- Support Employers and Get Business Buy-in for our Strategic Plan

Mr. Ted Egan gave a presentation on the historic recession that has affected San Francisco's jobs outlook. Mr. Egan noted that the City of San Francisco lost 30,000 jobs between 2008 and 2010, and has only gained 500 jobs per year over the last two years. One of the hardest hit groups are youth, with the unemployment rate for youth (ages 16-19 years) looking for jobs, at 33%. However, there is some job growth in the technology industries, such as digital media, information technology and bio-technology.

Discussion followed.

Mayor Edwin M. Lee briefly gave remarks on the need to revise the City's tax system in order to promote job creation, and he asked that the WISF and Youth Council help the City to strategize about how to get San Francisco's workforce skilled up to fill these jobs.

The WISF & Youth Council members, along with members of the public, broke out into several small groups to discuss the three themes that were introduced by CSW earlier. Each group came back to report out the results of their group's discussion.

Discussion followed.

Public Comment

Mr. Rob Black's call for public comment yielded no response.

Conclusion

Mr. Rob Black adjourned the meeting at 11:11am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD & YOUTH COUNCIL

Date: Wednesday, December 7, 2011

Time: 9:00AM – 11:00AM

Location: Joint Meeting of the WISF & Youth Council
Hotel Whitcomb
1231 Market St
Grand Ballroom
San Francisco, CA 94103

Copies of changes to the Bylaws may be obtained from the Office of Economic and Workforce Development and reviewed on the website: www.oewd.org/Workforce-Development.aspx

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

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To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact Erik Ward, staff to the WISF at 415-581-2335 or TDD 800-735-2929 (CRS), at least two business days before the meeting.

Issued: Monday, October 31, 2011

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org |
e-mail: workforce.development@sfgov.org
Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

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Local Workforce Investment Board for the City and County of San Francisco

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OF THE

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WORKFORCE INVESTMENT SAN FRANCISCO BOARD & YOUTH COUNCIL

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Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 50 Van Ness Ave, San Francisco, CA 94102 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

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Issued: Wednesday, November 30, 2011

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AGENDA FOR
JOINT MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD & YOUTH COUNCIL
WEDNESDAY, DECEMBER 7, 2011
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Joint WISF & Youth Council Meeting Held on September 14, 2011 (<i>Action Item</i>)*
3. WISF & Youth Council Chairs' Remarks (<i>Discussion Item</i>)
4. WISF & Youth Council Priorities (<i>Discussion Item</i>)
5. Public Comment
6. Adjournment (<i>Action Item</i>)

*Materials Included:

-ATTACH 1-Minutes from the Joint WISF & Youth Council Meeting Held on September 14, 2011

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
December 7, 2011
Joint Meeting Of The

Workforce Investment San Francisco (WISF) Board & Youth Council

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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Donald Ellison for Debra Johnson, SFMTA
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Donna Kotake for Micki Callahan, City & County of San Francisco Department of Human Resources
Darlene Rutkowski, Department of Rehabilitation
Egon Terplan, SPUR
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Margie Rose, DCARA/EDD
Ruth Kavanagh, EDD, LMID
Meiling Wang, Self-Help for the Elderly
Ray Garanton, New Door Ventures
Julia Alsid, WSC
David Tam, EDD WS
Megan Kenny, Goodwill
Ramiro Raygosa, Tech 21

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Allison Cohen, TAY-SF
Melissa Goldberg, WSC
Matt Poland, UWBA

Roll Call

Mr. Rob Black, Chair, called the meeting to order at 9:09 am. He welcomed those in attendance and called for introductions from those present.

Mr. Black noted that a Quorum was not initially established, therefore, the Board proceeded with discussion items on the agenda.

Agenda

(Action Item)

The agenda was not adopted due to a lack of quorum.

WISF Minutes

(Action Item)

The minutes of the September 14, 2011 joint WISF and Youth Council meeting minutes were not approved due to a lack of quorum.

WISF & Youth Council Chairs' Remarks

(Discussion Item)

Mr. Rob Black reflected on how the Workforce Development system has progressed since the passing of the five (5) year strategic plan that was passed by the WISF nearly two and a half (2.5) years ago. Mr. Black noted that some of the successes in implementing the strategic plan has been in identifying our partner's strengths and gauging the success of our efforts.

Mr. Lorne Needle reflected on the progress of the Youth Council since being reconvened in 2009. Mr. Needle suggested that the direction forward for the Youth Council is to work closely with the WISF to move forward on the plan and policy recommendations outlined by Corporation for a Skilled Workforce (CSW). Also, the Youth Council will create two committees: One will be looking at data and results and

the other will focus on the intersection between education and employment.

Ms. Rhonda Simmons presented on where the Workforce Development Division is at the mid-point of the implementation of the strategic plan that was passed in 2009. Ms. Simmons gave an overview of the process that went into the creation of the strategic plan and the changes that have occurred in San Francisco's economy and unemployment rate since the time that it was developed. Ms. Simmons noted that there has been a lot of progress in coordinating the Workforce System, launching sector-based trainings and academies, and in placements, which now number over 2,200.

Ms. Amy Wallace reviewed the goals of the Workforce Development Strategic Plan, which were to rebuild the Workforce System to be more efficient and demand driven so that it would be more responsive to both job seeker and employer needs. The next step in implementing the Strategic Plan over the next two and a half years is to focus on building careers for all San Francisco residents.

WISF & Youth Council Workforce Strategy
(Discussion Item)

Mr. Larry Good of CSW gave an overview of the national context in which San Francisco's Workforce Development system exists, as well as, San Francisco's assets and challenges. Mr. Good presented the themes that resulted from feedback from WISF and Youth Council members which were:

- Aligning resources around a common vision—building jobs
- Build a continuum of care
- Support Employers

The next phase strategies that CSW recommends for the WISF and Youth Council as they move forward are to integrate work and learning, create career pathways, and to create cutting edge jobs and a career navigation system.

Discussion followed.

For details of the discussion please see the attached notes from the December 7th meeting.

Public Comment

Mr. Rob Black's call for public comment yielded no response.

Conclusion

Mr. Rob Black adjourned the meeting at 11:11am.

WISF & Youth Council Priorities – Midpoint Checkpoint Notes

Larry Good, CSW

- National context is complicated – Big changes in the economy since OEWD's last 3-year plan. How do people & firms adjust to the complexities of our economy?
- We have enormous community assets in SF – Educated workforce, diverse economy, multiple industries, in the knowledge economy longer than many regions
- Challenges - Slow job growth, catastrophically high unemployment rates, particularly for youth, very low-income, long-term unemployed adults, people of color
- Themes from prior conversations – the importance of pathways, moving people into sustainable employment, how we do alignment work
- Ideas generated from prior conversations – look at partnerships, look at skills gaps for at-risk youth, build from the sector strategies to connect deeply with pathway work, align resources, work both in partnership with and in support of employers, address diverse skill levels of workforce
- Value Statements:
 - Alignment of resources and strategies (workforce/education, workforce/economic development, public/private partnerships)
 - No one should be left behind – how does everyone (including employers) have the chance to succeed?
 - The importance of growing the economy, with talent as a key aspect – are there pipelines for young people to get into key industries?

Synthesized to three themes:

1. Integrate Work and Learning

- People need to refresh skills – be more deliberate about integrated models of work and learning (internships, apprenticeships)
- How do people learn and work, and how is that helpful to companies that are employing people in the area? (e.g. Louisville, KY – UPS, Year Up)

2. Create Strong Career Pathways for Workers

- Core idea: Moving from a “first job, next job” frame (transactional) to a frame of “how do people make choices and build skills to be on a career path, and how do employers understand the various pathways that people use?” (e.g. Washington I-BEST, Wisconsin RISE Project)

3. Create a Cutting Edge Jobs & Career Navigation System

- In the face of cutbacks, everyone is facing the challenge of how to fund career advisors; folks that can help people navigate the system.
- High Touch (for those who really need an advisor – make it a core business instead of add-on business) and High Tech (online tools) vantage points

Discussion: What opportunities are in place that we can build on? What is your reaction to the concept of “integrating work and learning”?

Wilhelmina Parker, Job Corps:

Advocates internship model, particularly with developers on Treasure Island. Internship model is very successful at Job Corps. Hands on, skilled workers – young people get the benefit of learning the skills to get jobs when they open up, and employer gets the benefit of having trained people. After work-based phase is over, employers are inclined to hire that young person.

Larry Good, CSW – Work on-the-job needs to be combined with an education component for the long-term.

Sylvia Kwan, Kwan/Henmi Architecture:

Firm does not have the ability to hire new FTEs; provides stipends to interns. Tax incentives and shared costs would help employers to offer internships.

Tom Ruiz, SFUSD:

Work-based learning and mentoring programs require “staffing up” to do this. Do we need more WISF/YC staff?

Michael Wald:

The concepts compete with one another (e.g. first job versus new job) – each requires different structure. Where is the apprenticeship funding invested, low or high skilled? What is the function of WISF/YC in this discussion? We won't be able to move forward if we continue as a focus group. What are the choice priorities and how are we going to do it?

Ciara Wade:

Agree with Michael Wald. How do we apply strategy? Disadvantaged students aren't ready for models like the Year Up internship.

Sylvia Kwan:

Our firm also hires at-risk students. The question is where are the shared costs for apprenticeships coming from? How do you sustain this funding? How does the public/private partnership work?

Rob Black:

How do we tie high schools to City College and be sensitive to all needs of students? The career pathway strategy accomplishes this.

Egon Terplan:

How can WISF/YC be most effective in all of this?

Tom Ruiz, SFUSD

What are the strategic actions, how do we measure the results and what is considered the value added? We need to provide ideas, advocate internships and staff up the WISF.

Maria Su, DCYF

Mayor's Jobs Plan, part two is related: how do different city departments coordinate around job development? Additionally, Bridge to Success is a frame for connecting efforts of SFUSD, City College, et cetera. WISF can provide recommendations for implementing the Mayor's Jobs Plan. The question is how do we fund apprenticeships? WISF could determine the policy for that.

Rob Black:

We need to get employers on board and meet the needs of these employers. What are the incentives for the private sector and city departments?

Naomi Kelly:

We can organize business roundtable to bring in hospitality, biotech, IT and present recommendations to the Mayor re Jobs Plan.

Wilhemina Parker:

Funding exists for specific populations. We need DOL on board and we need to inform them of our work.

Sylvia Kwan:

We need a public/private policy for funding.

Rhonda Simmons:

Apprenticeships can be done. How do we prioritize funding? This is harder since the continuum is currently much broader. There is not enough money for everyone. All city departments need to figure out what we can fund.

(next to Wilhemina)

Many industries, including the telecom industry are unaware of these assets. We need to leverage these services and inform employers.

Maria Su:

Can we come up with indicators for success and have WISF be the accountability body for workforce development in all city departments?

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Jose-Luis Mejia, TAY-SF

Work-based learning is effective. We need to figure out how to prioritize populations. Need in communities of color, particularly youth is larger. We need bigger investment here.

Allison Magee, JPD

Need something following internships and we need to advocate employers to take a risk and hire these youth.

Michael Wald:

WISF only oversees workforce development money—a small percentage needed for this strategy. Is this also the body that coordinates this strategy for SFUSD, Employers, other city departments?

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Roll Call

Mr. Rob Black, Chair, called the meeting to order at 9:09 am. He welcomed those in attendance and called for introductions from those present.

Mr. Black noted that a Quorum was not initially established, therefore, the Board proceeded with discussion items on the agenda.

Agenda

(Action Item)

The agenda was not adopted due to a lack of quorum.

WISF Minutes

(Action Item)

The minutes of the September 14, 2011 joint WISF and Youth Council meeting minutes were not approved due to a lack of quorum.

WISF & Youth Council Chairs'**Remarks**

(Discussion Item)

Mr. Rob Black reflected on how the Workforce Development system has progressed since the passing of the five (5) year strategic plan that was passed by the WISF nearly two and a half (2.5) years ago. Mr. Black noted that some of the successes in implementing the strategic plan has been in identifying our partner's strengths and gauging the success of our efforts.

Mr. Lorne Needle reflected on the progress of the Youth Council since being reconvened in 2009. Mr. Needle suggested that the direction forward for the Youth Council is to work closely with the WISF to move forward on the plan and policy recommendations outlined by Corporation for a Skilled Workforce (CSW). Also, the Youth Council will create two committees: One will be looking at data and results and

the other will focus on the intersection between education and employment.

Ms. Rhonda Simmons presented on where the Workforce Development Division is at the mid-point of the implementation of the strategic plan that was passed in 2009. Ms. Simmons gave an overview of the process that went into the creation of the strategic plan and the changes that have occurred in San Francisco's economy and unemployment rate since the time that it was developed. Ms. Simmons noted that there has been a lot of progress in coordinating the Workforce System, launching sector-based trainings and academies, and in placements, which now number over 2,200.

Ms. Amy Wallace reviewed the goals of the Workforce Development Strategic Plan, which were to rebuild the Workforce System to be more efficient and demand driven so that it would be more responsive to both job seeker and employer needs. The next step in implementing the Strategic Plan over the next two and a half years is to focus on building careers for all San Francisco residents.

WISF & Youth Council Workforce Strategy

(Discussion Item)

Mr. Larry Good of CSW gave an overview of the national context in which San Francisco's Workforce Development system exists, as well as, San Francisco's assets and challenges. Mr. Good presented the themes that resulted from feedback from WISF and Youth Council members which were:

- Aligning resources around a common vision—building jobs
- Build a continuum of care
- Support Employers

The next phase strategies that CSW recommends for the WISF and Youth Council as they move forward are to integrate work and learning, create career pathways, and to create cutting edge jobs and a career navigation system.

Discussion followed.

For details of the discussion please see the attached notes from the December 7th meeting.

Public Comment

Mr. Rob Black's call for public comment yielded no response.

Conclusion

Mr. Rob Black adjourned the meeting at 11:11am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, March 7, 2012

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
Grand Ballroom
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 50 Van Ness Ave, San Francisco, CA 94102 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

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Sunshine Ordinance Task Force
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1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: sof@sfgov.org

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02-22-12A09:13 RCVD

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Issued: Tuesday, February 21, 2012

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, March 7, 2012

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
Grand Ballroom
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 50 Van Ness Ave, San Francisco, CA 94102 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

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02-29-12A08:01 RCVD

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Issued: Tuesday, February 28, 2012

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, April 4, 2012

Time: 9:00AM – 11:00AM

Location: **Hotel Whitcomb**
1231 Market St
Grand Ballroom
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 50 Van Ness Ave, San Francisco, CA 94102 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

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Issued: Thursday, March 29, 2012

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, May 30, 2012

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 50 Van Ness Ave, San Francisco, CA 94102 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

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Issued: Wednesday, May 23, 2012

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AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, MAY 30, 2012
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes from Joint WISF & Youth Council Meeting Held on September 14, 2011 (<i>Action Item</i>)*
3. Adoption of Minutes from Joint WISF & Youth Council Meeting Held on December 7, 2011 (<i>Action Item</i>)*
4. Swearing in of WISF Members by Mayor Edwin M. Lee a. Remarks from WISF Chair and Workforce Development Director regarding the vision of the Workforce Investment San Francisco Board
5. TechSF Initiative Update (<i>Discussion Item</i>)
6. Summer Jobs+ Update (<i>Discussion Item</i>)
7. Celebrating Workforce Champions Awards Luncheon Update (<i>Discussion Item</i>)
8. WICAC Update (<i>Discussion Item</i>)
9. Public Comment
10. Adjournment (<i>Action Item</i>)

*Materials Included:

- ATTACH 1- Minutes from the Joint WISF & Youth Council Meeting Held on September 14, 2011
- ATTACH 2- Minutes from the Joint WISF & Youth Council Meeting Held on December 7, 2011



Strategies:

- **Sector Partnerships:** develop program infrastructure, community partnerships and employer engagement efforts
- **Career Pathways:** Implement sector strategy and sector academy model; articulate IT pathways that align to high growth/high demand occupations
- **Integrated Education and Training:** align City College coursework with in-demand occupations; modify curricula through modularization, stacked certifications, and experiential learning; provide student wrap around supports





Current Funding:

- Department of Labor H1-B
- Grant Term: March, 2012 – February, 2016
- \$5 Million Total over 4 years
- Partnership with WestEd
- Targeting Long-Term Unemployed *and* Incumbent Workers



3



Goals:

- 400 Unemployed Participants Served
- 360 Complete Training
- 340 Receive Degree/Credential
- 320 Placed in Employment
- 1430 Incumbent Workers Served (IBM & AT&T)



4



Sector Academy Model

- Community-based outreach strategies and multiple entry points
- Comprehensive assessment to identify appropriate pathway
- Industry-recognized vocational training (esp. City College)
- Defined educational/career pathways and articulation of coursework
- Intensive wrap around services and job readiness training
- Collaborative, employer-driven job placement



5



Sector Academy Roles

Coordinate Citywide Effort	OEWD and Bay Area Video Coalition (BAVC)
Outreach & Assessment	BAVC, Year Up, BayView Hunter's Point Center for the Arts & Technology (BAYCAT), One Stops, CBOs
Career planning and advisement, job readiness training, support services	BAVC, Year Up, BAYCAT
Vocational Training	BAVC, CCSF, BAYCAT
Job Placement	BAVC, Year Up



6



TechSF

Office of Economic and Workforce Development
San Francisco Building Tomorrow's Workforce Today

TRAINING

- Tech Support
- Networking
- Quality Assurance
- Programming
- Network Security
- Mobile App Development
- Game Development
- Multimedia



PLUS

- Internship Exchange
- Job Readiness and Wrap around support

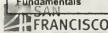
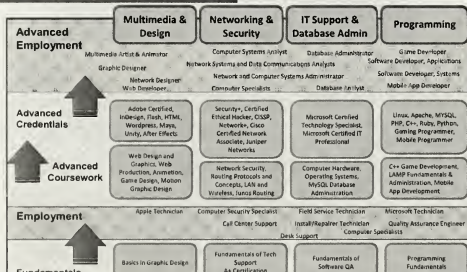


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Career Pathways

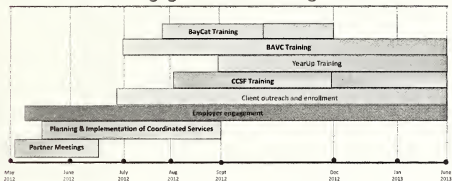


Building Tomorrow's Workforce Today



Office of Economic and Workforce Development
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Partner Engagement & Training Timeline



Office of Economic and Workforce Development
Building Tomorrow's Workforce Today

9



Office of Economic and Workforce Development
San Francisco Building Tomorrow's Workforce Today

Employer Engagement

- Employer Advisory Board
- Curriculum Development
- Internship Exchange
- Corporate Citizenship Opportunities
- Hire Qualified TechSF Graduates



Office of Economic and Workforce Development
Building Tomorrow's Workforce Today

10



SF Summer Jobs+ 2012

www.hiresforyouth.org

- SF Summer Jobs+ is the local response to President Obama's national call-to-action to create pathways to employment for youth and young adults this summer.
- **Goal:** to create 2,500 private sector jobs and internships (5,000 opportunities city-wide, including public and non-profit placements)
- San Francisco initiative is a partnership of:
 - Mayor's Office
 - United Way of the Bay Area and its MatchBridge program
 - AfterCollege
 - Office of Economic and Workforce Development
 - Department of Children, Youth and their Families
 - San Francisco Unified School District
 - Key CBO partners: *Enterprise for High School Students, Youth Employment Coalition, Larkin Street Youth Services, JVS, Goodwill, Treasure Island Job Corps, and others.*
- **AfterCollege.com** is providing a free web-based platform to connect youth with employers through online job postings and employer profile creation



SF Summer Jobs+ 2012 Updates

www.hiresforyouth.org

- **790** private sector jobs pledged + funded
- **1300+** youth profiles created in AfterCollege
- **2** kickoff events held:

Mayor's Corporate Challenge, April 12, 2012, City Hall

- 409 non-Mayoral staff in attendance
- 121 organizations represented
- 670 jobs and internships pledged at event
- \$250,000 pledged to support the program

Youth Resource Fair, May 12, 2012, Moscone Center

- 503 youth in attendance
- 100+ volunteers, including staff from private sector employers

Themes from 2011 WiCAC Community Meetings & Local Homeless Coordinating Board work-plan.

While it's important to hear the themes and priorities from the community, defining the next steps is critical. Role of OEWD (through funding and staff) should be to prioritize programs that have strong employer engagement.



Suggestions:

- WiCAC members go deep into the community and build a platform for change.
- WiCAC is developing a similar work-plan as the Local Homeless Coordinating Board's in order to increase coordination with:
 - City Departments
 - Employers
 - One Stop staff
 - Funding for Job Readiness
 - Local legislation around Employment

Planning of the 2012 WiCAC Retreat.

Steps identified for developing an effective retreat find the right facilitator agenda development, community involvement (community vs. profit) deliverables, potential

venues and days of the Week. Retreat should be held on a weekday to increase community participation, planning is critical. OEWD Staff note, facilitators are limited to those who have existing contact with OEWD. Suggested to develop criteria for facilitators, and including new members in the retreat planning process. The retreat is where the WiCAC should discuss committee leadership, community involvement, oversight. Retreat should be used to begin shaping a WiCAC action plan and should start with identifying key stakeholders, policy makers.



The WiCAC board proposed holding the retreat for a half-day on Friday April 6th

WiCAC member terms & open seats

There will be four (4) open seats that are appointed through the Board of Supervisors Rules Committee. Existing Board members can be in a hold-over position for up to one (1) year after the seat expires. The Rules Committee will not schedule a hearing until March 2012 or until at least four (4) applications are received.

Phil Clark and Sheryl Davis new WICAC Co-Facilitators

After a lengthy discussion around the role of the co-facilitator, which include producing minutes, coordinating community meetings, planning agendas, gathering community input and including it in the planning process, the WICAC voted unanimously to elect Phil Clark and Sheryl Davis as the co-facilitators.

Current Members

Jamie Browsten, Asian Neighborhood Design (Board of Supervisors)

Tracy Brown, Arriba Juntos (Board of Supervisors)

Phil Clark, Episcopal Community Services (Local Homeless Coordinating Board Seat)

Sheryl Davis, Magic Zone (Board of Supervisors appointee)

Cameron McHenry, Community Housing Partnership (Board of Supervisors appointee)

Clara Wicks, New Door Veterans (Transitional Age Youth Seat)

Vacant (Reentry Council Seat)

WiCAC Guiding Principles

Each meeting is started by sharing the purpose of the WiCAC, the process and structure of the meetings.

1. Function as a bridge for the community (service providers and clients) to the workforce system and to employers.
2. Build understanding within the community about workforce system strategic plan and strategies and employer experience and needs.
3. Build understanding within the workforce system and employers about community needs and trends and the community's experience of what is working within the workforce system and what barriers exist.

Workforce Investment Community Advisory Committee

April Newsletter Update



WiCAC Appoints Four Members

Four (4) open seats were appointed through the Board of Supervisors Rules Committee on March 29. The four WICAC appointees are returning member Sheryl Davis with three new Members: Liz Jackson-Simpson, Doug Parrish and Winnie Yu.

Committee Makeup

WICAC is comprised of seven (7) members that are staff and/or board members of 501(c)3 organizations that provide workforce or support services, or serve as technical assistance or workforce intermediary organizations. They will serve for no more than two consecutive terms lasting 2 years each.

They will be appointed as follows:

- The Board of Supervisors will appoint four (4) members.
- The Transition Aged Youth Taskforce will appoint one (1) member.
- The Homeless Coordinating Board will appoint one (1) member.
- The San Francisco Safe Communities Re-Entry Council will appoint one (1) member.

WICAC members are selected based on their direct experience related to:

- San Francisco's service delivery capacity and gaps that hinder the City's ability to cultivate a skilled workforce.
- Special needs and circumstances that prevent San Franciscans from attaining self-sustaining employment.
- How the City can improve its infrastructure to more effectively respond to the dynamic challenges that face residents and employers.

The Committee members will elect a Chairperson that will serve as a voting member of the WISF. The Chairperson cannot receive any workforce development funding while serving as chair, or two years following his/her term.

Current Members

Thanking and Acknowledging former WICAC Members

April meeting set aside time to recognize the time and dedication of former WICAC members Jamie Brewster, Tracy Brown and Cameron McHenry.

The WICAC would like to thank former members for their commitment to serving the people of San Francisco and giving of their time to organize community forums and ensure that the voices of those looking for work in the city were heard. They set a great example of community service and will be sorely missed.



WICAC Retreat

The WICAC will hold a retreat on July 19, from 9am - 1pm. The retreat will focus on identifying outreach strategies, developing priorities for the year and better understanding the role of the WICAC. The retreat is open to the public. The meeting will also explore the relationship between the WICAC and the WISF and ways to develop a stronger connection.



Outreach

The Workforce Investment Community Advisory Committee (WICAC) was established to advise Workforce Investment San Francisco (WISF) board on the City's workforce needs and solutions to meet them. The WICAC will identify the "on-the-ground" workforce challenges, and recommend solutions to close gaps in the workforce development infrastructure. In order to identify the "on-the-ground" challenges, the WICAC will need to effectively outreach to ensure that relevant voices are heard. It is important that the WICAC develop an outreach strategy that engages service providers as well as community members to identify solutions that can help address the identified needs.

WISF

The WICAC presents at the WISF meetings. Workforce Investment San Francisco (WISF) is designated as the City's Workforce Investment Board. The WISF plays an integral role in partnering with the Office of Economic and Workforce Development (OEWD) in overseeing and setting the direction for San Francisco's Workforce System.

The mission of the WISF is to provide a forum where business, labor, education, government, community-based organizations and other stakeholders work together to increase their collective capacity to address the supply and demand challenges confronting the workforce.

Specifically the WISF is responsible for: establishing the direction of workforce development in support of San Francisco's vision for economic competitiveness. Creating strategic workforce connections between industry, business, labor, educational institutions, and community based organizations to serve the needs of workers and employers in the region. Ensuring that the workforce system provides job seekers with education and training to achieve self-sufficiency. Creating a framework to merge public and private resources and expertise to create an integrated workforce development and business service system.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The

May 30, 2012

Meeting Of The

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Rob Black, WISF Chair, Golden Gate

Restaurant Association

Henry A. Alvarez, III, San Francisco

Housing Authority

Hon. Carmen Chu, San Francisco Board of
Supervisors

Hon. Malia Cohen, San Francisco Board of
Supervisors

Jeanine Cotter, Luminall

Tim Donovan, IBEW-Local 6

Peter Dudley, Wells Fargo

Juliet Ellis, Public Utilities Commission

Manny Flores, Carpenters Local 22

Paul Giusti, Recology

Jennifer Hermann, UCSF

Ramon Hernandez, Laborers Local 261

Debra Johnson, SFMTA

Naomi Kelly, City Administrator

Donna Kotake for Micki Callahan, San

Francisco Department of Human
Resources

Janet Lees, SFMade

Jay Liao for Ted Egan, San Francisco
Controller's Office

Kent Lim, Kent Lim Construction

Tony Lugo for Trent Rhorer, San
Francisco Human Services Agency

Lorne Needle, United Way of the Bay
Area

Darlene Rutkowski, Department of
Rehabilitation

Ruben Santana, Rubicon Construction

Rodrigo Santos, Santos & Urrutia, Inc

Jorge Tapia, Employment Development
Department

Egon Terplan, SPUR

Ken Weber, Zynga

Damian Wisniewski, LinkedIn

WISF Members Absent

Celeste Alleyne, Microsoft

Diane Easterwood, Kaiser Permanente
Barbara Garcia, Department of Public
Health

Sylvia Kwan, Kwan Henmi Architecture

Sam Rodriguez, KSR Consulting

OEWD Staff & Notables

Rhonda Simmons, Director of Workforce
Development

Pat Mulligan, CityBuild Director

Steven Currie, Sector Initiatives Director

John Halpin, Program Operations
Director

Armina Brown, Administrative Assistant

David Taylor, Workforce Specialist

Tiffany Garcia, Business Services
Specialist

Kriztina Palone, Workforce Specialist

Marc Majors, CityBuild Academy
Program Manager

Marissa Bloom, Administrative Assistant

Nikki Ford, Senior Management Assistant

Patrick Mitchell, Workforce Specialist

Sherita Moeser, OEWD Office Assistant

Janan Howell, Workforce Specialist

Nestor Avendano, Grant Manager

Public

(As Evidenced by the Sign-In Sheet)

Ruth Kavenagh, EDD Labor Market Info

Glenn Eagleson, DCYF

Sheryl Davis, WiCAC

Phil Clark, WiCAC

Linda Palmquist, EDD-WSD

Ursula Bishop, West Ed

Phimy Truong, SF Youth Commission

Beth Urfer, JVS

Logan Shedd
Karen Dule, Raphael House
Adrian Harper, HAFC-WH
Megan Ownes, LHCB
David Tam, EDD WS
Brett Andrews, PRC
Elizabeth Ross, FSA

Vance Horton, CSI Security, Inc
Megan Kenny, Goodwill
Rosumanda, Ayala, MLVS
Bill Barnes, CAO
Terri Feely, Consultant
Josh Arce, Brightline
Amanda Gerrie, Pathways Consultants

Roll Call

Mr. Rob Black, Chair, called the meeting to order at 9:19 am. He welcomed those in attendance and called for introductions from those present.

Quorum was not initially established, therefore, the Board proceeded with discussion items on the agenda.

Agenda (Action Item)

The agenda was not adopted due to a lack of quorum.

WISF Minutes (Action Item)

The minutes of the September 14, 2011 and December 7, 2011 Joint WISF and Youth Council meeting minutes were not approved due to a lack of quorum.

Swearing in of WISF Members (Discussion Item)

Mr. Rob Black, WISF Chair, commented on the work of the WISF over the past year to align workforce programs with San Francisco's dynamic labor and business market. The goal of the WISF is to develop and implement a strategic, demand driven approach that will make us more efficient and customize our solutions for the workforce system, a dual customer approach focusing on people who need jobs and the employers that need employees.

The WISF and Youth Council have developed a set of priorities which are:

- Developing the workforce system with services for workers and businesses at all levels
- Building stronger partnerships between Workforce Investment Board employers and schools
- Partnering with growth employers
- Exploring innovative business incentives
- Closing the skills gaps (especially with at-risk youth)
- Enhancing our sector strategies to create career pathways, mentoring and experiential learning opportunities

Ms. Rhonda Simmons, Director of Workforce Development, remarked on the history of the Workforce Investment Board, which is a result of the Workforce Investment Act (WIA). Ms. Simmons commented that the vision of Mayor Lee with the WISF is to utilize the WISF as a "think tank" to provide information on where we should be going with training programs and where industries are headed.

Mayor Lee thanked the members of the Board, those that have served in the past, as well as, the newly appointed members. Mayor Lee commented on the need for collaboration between business, labor, and our communities that is important for job creation. His Honor noted that we are putting resources in all sectors, specifically the Technology, Hospitality, Healthcare and Construction sectors.

Mayor Edwin M. Lee administered the oath of office to the following members that were present:

Henry A. Alvarez III, San Francisco Housing Authority
Rob Black, Golden Gate Restaurant Association
Carmen Chu, San Francisco Board of Supervisors
Malia Cohen, San Francisco Board of Supervisors
Jeanine Cotter, Luminalt
Tim Donovan, IBEW Local 6
Peter Dudley, Wells Fargo
Juliet Ellis, San Francisco Public Utilities Commission
Manny Flores, Carpenters Local 22
Paul Giusti, Recology
Jennifer Hermann, UCSF
Ramon Hernandez, Laborers Local 261
Debra Johnson, San Francisco Municipal Transportation Agency (SFMTA)
Naomi Kelly, Office of the City Administrator
Janet Lees, SFMade
Kent Lim, Kent Lim Construction
Lorne Needle, United Way of the Bay Area
Darlene Rutkowski, Department of Rehabilitation
Ruben Santana, Rubicon Construction
Rodrigo Santos, Santos & Urrutia, Inc
Jorge Tapia, Employment Development Division
Egon Terplan, SPUR
Ken Weber, Zynga
Damian Wisniewski, LinkedIn

TechSF Initiative Update
(Discussion Item)

Ms. Simmons announced the \$5 million federal Department of Labor H1B grant that OEWD secured to develop an IT sector training program, TechSF.

John Halpin, Director of Program Operations (OEWD), presented on the TechSF Initiative. Mr. Halpin explained the overall strategy of the Initiative, the intent of H1B funding, the profile of job seekers to be served by the Initiative, and the proposed structure of the training program. Mr. Halpin invited Board members to engage with the Department to ensure that TechSF trainings are well suited to the needs of their businesses.

Discussion followed.

Egon Terplan, SPUR, asked whether there was any data or information on the extent to which the tech opportunities in San Francisco were being filled using H1B visas. Mr. Halpin responded that there was data available and that the TechSF subcommittee will be formed to gather real-time data from employers that are hiring. Mr. Terplan noted that we need to coordinate with companies offering opportunities outside of San Francisco.

Supervisor Carmen Chu asked about whether the trainings and classes would take place outside of normal work hours. Mr. Halpin responded that the courses would vary, and that 75% of participants are required to be long term unemployed so the courses would be coordinated with that in mind.

Summer Jobs+ Update
(Discussion Item)

Mr. Lorne Needle, Youth Council Chair, gave an update on Summer Jobs+ which is the Mayor's challenge to produce 5,000 public and private sector jobs for youth over the summer; this is in response to President Obama's call made in January to create a quarter of a million jobs for young people over the summer. United Way of the Bay

Area is the lead private partner, whereas, the Office of Economic & Workforce Development and Department of Children Youth and their Families (DCYF) are the leads for coordinating the City's efforts.

In April, Mayor Lee convened an event held at City Hall to kick off the Summer Jobs+ initiative which was attended by Congresswoman Nancy Pelosi, United Way of the Bay Area CEO Anne Wilson, as well as, several employers who committed jobs at the event. There were 121 organizations represented at the event with over 700 jobs and approximately \$250,000 pledged from the private sector.

In addition, there was a Your Resource Fair held at Moscone Center where young people were able to interact with employers, create profiles on aftercollege.com (the technology partner in Summer Jobs+) and to engage in mock interviews in order to give youth feedback and experience with interviewing.

Mr. Needle commented that an important part of this initiative is that we include and create opportunities for all young people. In order to ensure this slots have been made available in City training programs for youth that are not yet job ready so that they can prepare themselves and build their skills so that next year they can seek employment.

Celebrating Workforce Champions Awards Luncheon Update
(Discussion Item)

Ms. Rhonda Simmons presented on the Celebrating Workforce Champions Awards Luncheon that was held on May 22nd at the Hotel Whitcomb. The Luncheon was a chance for OEWD to highlight the work of the department and the WISF over the past year, as well as, to recognize innovative employers and job seekers.

WiCAC Update
(Discussion Item)

Workforce Investment Community Advisory Committee (WiCAC) co-facilitators Phil Clark and Sheryl Davis provided an update on the work of the WiCAC over the last year. Mr. Clark noted that there were several new members have been appointed to the committee over the past few month:

Liz Jackson-Simpson, YGCIC
Macio Lyons, Family Services Agency
Doug Parrish, Stand in Truth
Winnie Yu, Self-Help for the Elderly

Mr. Clark presented on that the major themes that came out of the population based meetings held throughout the year by the WiCAC was to increase communication, planning and coordination within the workforce system, specifically between City departments, CBO's, and employers.

Mr. Clark commented on the upcoming WiCAC retreat, which will take place on July 19th. The retreat will focus on the goals and work plan of the Committee, attendance of the community at these meetings, engaging employers and the WiCAC's relationship to the WISF board.

Public Comment

Mr. Rob Black's call for public comment yielded the following response:

Elizabeth, Family Services Agency requested more information on how to enroll a client into TechSF training.

Conclusion

Mr. Rob Black adjourned the meeting at 10:28am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, August 29, 2012

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
Grand Ballroom
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 50 Van Ness Ave, San Francisco, CA 94102 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

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(Chapter 67 of the San Francisco Administrative Code)**

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Sunshine Ordinance Task Force
City Hall, Room 244

1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683

Telephone: 415-554-7724 Fax: 415-554-5163

E-mail: soff@sfgov.org

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Issued: Monday, August 27, 2012

50 Van Ness Avenue | San Francisco, CA 94102 | www.oewd.org |

e-mail: workforce.development@sfgov.org

Telephone 415.581.2335 | Fax 415.581.2317 | TDD 800.735.2929 (CRS)

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

**NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

Date: Wednesday, September 26, 2012

Time: 9:00AM – 11:00AM

Location: **Hotel Whitcomb**
1231 Market St
Grand Ballroom
San Francisco, CA 94103

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Issued: Thursday, September 13, 2012

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, October 3, 2012

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5th Floor San Francisco, CA 94103 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

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Issued: Thursday, September 27, 2012

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AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, OCTOBER 3, 2012
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Adoption of Minutes (<i>Action Item</i>)*: a. Joint WISF & Youth Council meeting held on September 14, 2011 b. Joint WISF & Youth Council meeting held on December 7, 2011 c. Minutes from WISF meeting held on May 30, 2012
3. Director's Report (<i>Discussion Item</i>) a. City College Update b. Sector Outlook c. RFP
4. Economic Report: Ted Egan (<i>Discussion Item</i>)
5. WiCAC Update (<i>Discussion Item</i>)
6. Public Comment
7. Adjournment (<i>Action Item</i>)

*Materials Included:

- ATTACH 1- Minutes from the Joint WISF & Youth Council Meeting Held on September 14, 2011
- ATTACH 2- Minutes from the Joint WISF & Youth Council Meeting Held on December 7, 2011
- ATTACH 3 - Minutes from WISF meeting held on May 30, 2012

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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Minutes Of The

October 3, 2012

Meeting Of The

DEC - 6 2012

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Rob Black, WISF Chair, Golden Gate
Restaurant Association

Leslie Lerude, Kimpton Hotels and
Restaurants

Kristina Omohundro, Zendesk (for Tiffany
Apczynski)

Brian Morton, Webcor Builders

Jeff Fanselow, CBS Corporation

Tom Quigley, Riverbed Technology

Rudee Bagsby, Lowe's Home
Improvement

Rodrigo Santos, Santos & Urrutia, Inc

Sam Rodriguez, KSR Consulting

Kelley Shihadah, Starbucks

Jessica Alva, Recology (for Paul Giusti)

Katy Johnson, Wells Fargo (for Peter
Dudley)

Jorge Tapia, EDD

Janet Lees, SFMade

Jeanine Cotter, Luminalt

Ted Egan, San Francisco Office of
Economic Analysis

Henry A. Alvarez, III, San Francisco
Housing Authority

Rebecca Miller, SEIU UHW

Diane Easterwood, Kaiser

Darlene Rutkowski, Dept of Rehab

Barbara Morrisette, St. Francis Hospital

Damian Wisniewski, LinkedIn

Kevin Carroll, Hotel Council of SF

Ken Weber, Zynga

Brenda Barnes, Autodesks

Ontario Smith, PG&E

Bob Nibbi, Nibbi Bros.

Egon Terplan, SPUR

Tim Donovan, IBEW 6

Micki Callahan, CCSF

Juliet Ellis, PUC

Carmen Chu, BOS

Kent Lim, Kent Lim Construction

WISF Members Absent

Celeste Alleyne, Microsoft

Barbara Garcia, Department of Public
Health

Sylvia Kwan, Kwan Henmi Architecture

Ximena Delgado, Bank of America

Andrew Lindsay, Jawbone

Manny Flores, Local 22

Trent Rhorer, Human Services Agency

Ramon Hernandez, Local 261

Lorne Needle, United Way of the Bay
Area

Kent Lim, Kent Lim Construction

Ruben Santana, Rubicon

Jennifer Hermann, UCSF

Malia Cohen, Board of Supervisors

Naomi Kelly, City Administrator's Office

OEWD Staff & Notables

Rhonda Simmons, Director of Workforce
Development

Pat Mulligan, CityBuild Director

John Halpin, Program Operations
Director

Janan Howell, Workforce Specialist

Marissa Bloom, Administrative Assistant

Sherita Moeser, OEWD Office Assistant

Judith Martinez, OEWD Office Assistant

Nikki Ford, Senior Management Assistant

Monique Forster, Workforce Specialist
Stephanie Brown, CityBuild Compliance
Officer

Emylene Aspillá, Strategic Initiatives
Director (interim)

Jimmy Hewitt, CityBuild Compliance
Officer

Patrick Mitchell, Workforce Specialist

Kristina Palone, Workforce Specialist

Judy Sorro, CityBuild Employment Liaison

Public

(As Evidenced by the Sign-In Sheet)

Mason Moore, Juma Ventures
Ruth Kavenagh, EDD Labor Market Info
Abigail Ford, JVS
Sunny Schwartz, APD & Five Keys
Laurel Barsotti, OEWD
Stella Becerra, MHH
Julie Berlin, Community Housing
Partnership
Winnie Yu, Self Help for the Elderly
Denza Young, Urban Strategies, Inc
Kim Coulthurst, Pathways Consultants
Larry Robbin, Robbin & Associates

Joe McKinley, Empowernet California
Stephanie Cajina, SEIU-UHW
Karen Dick, Raphael House
Sheryl Davis, Mo Magic
Terri Feeley
Ciara Wade, New Door Ventures
Lance Burton, Planet Fillmore Comm.
John Weber, EDD
Amanda Gerrie, Pathways
Glenn Eagleson, DCYF
Jose-Luis, TAY SF
Meiling Wang, Self-Help for the Elderly

Roll Call

Mr. Rob Black, Chair, called the meeting to order at 9:07 am. He welcomed those in attendance and called for introductions from those present.

Agenda

(Action Item)

On motion by Rodrigo Santos, seconded and carried by all, the agenda was unanimously approved.

Adoption of WISF Minutes

(Action Item)

- a. Joint WISF & Youth Council Meeting held on September 14, 2011
- b. Joint WISF & Youth Council meeting held on December 7, 2011
- c. Minutes from WISF meeting held on May 30, 2012

On motion by Rodrigo Santos, seconded and carried by all, the minutes of the September 14, 2011 Joint WISF & Youth Council meeting, the December 7, 2011 Joint WISF & Youth Council meeting, and the May 30, 2012 WISF meeting were unanimously approved.

Director's Report

(Discussion Item)

- a. City College Update
- b. Sector Outlook
- c. RFP

The City College Update (discussion item a) was reserved for discussion later in the agenda.

b. Sector Outlook

Rhonda Simmons, Director of Workforce Development, OEWD, welcomed the Board members and announced the proposed WISF subcommittee structure. Ms. Simmons then presented on OEWD's funding structure, sector trends, and the demographics of the San Francisco workforce system.

Discussion followed.

c. RFP

Ms. Simmons announced the upcoming OEWD Program Request for Proposals (RFP), which will be released in mid-December.

Discussion followed.

a. City College Update

Rodrigo Santos, SF City College Trustee, provided an update on the status of San Francisco City College, which is facing a possible revocation of their State accreditation. Mr. Santos presented a timeline and proposed plan around how City College would respond to the State's requests.

Discussion followed.

Ms. Simmons invited Micki Callahan, Department of Human Resources, to update the Board on City hiring. Ms. Callahan commented on the changes that the Department has undergone in an attempt to fill vacancies made available by an aging workforce.

Discussion followed.

Ms. Simmons invited Pat Mulligan, Director of CityBuild, OEWD, to comment on the status of current construction projects that fall under the City's Local Hiring for Construction Policy. Mr. Mulligan reported on the current and upcoming construction projects that will be covered by the Local Hiring Policy for Construction.

Discussion followed.

Rhonda Simmons provided a brief update on the sector training programs that have recently launched at OEWD, including a Hospitality program (July launch) and an IT program (TechSF), which will focus on skills upgrades for people in the technology sector.

Economic Report: Ted Egan
(Discussion Item)

Ted Egan presented an update on the state of San Francisco's economy, particularly highlighting growth industries (Tech sector and retail).

Discussion followed.

WiCAC Update
(Discussion Item)

Workforce Investment Community Advisory Committee (WiCAC) co-facilitator Sheryl Davis provided an update on the role of the WiCAC, as well as the member appointment process. Ms. Davis also shared the WiCAC goals that were identified toward the development of a WiCAC strategic plan.

Public Comment

Mr. Rob Black's call for public comment yielded the following response:

John Weber, EDD, announced an upcoming employer seminar regarding employment discrimination and avoiding the pitfalls of litigation (sponsored by EDD). He invited WISF board members to attend on:

October 24, 2012 from 8:00AM-12:00PM
SF Public Library – Main Branch

Lance Burton, Fillmore Communications, commented that he would like more information from employers on the WISF Board regarding the challenges they have encountered in their efforts to find low-wage employees.

Conclusion

Mr. Rob Black adjourned the meeting at 10:40am.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING
OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, December 5, 2012
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

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AGENDA APPEARS ON REVERSE SIDE

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Issued: Friday, November 30, 2012

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e-mail: workforce.development@sfgov.org
Telephone 415.701.4848 | Fax 415.701.4897. | TDD 800.735.2929 (CRS)

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD
WEDNESDAY, DECEMBER 5, 2012
9:00 A.M. – 11:00 A.M.
Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

1. Adoption of the Agenda <i>(Action Item)</i>
2. Adoption of Minutes <i>(Action Item)*</i> : a. Minutes of October 3, 2012 WISF Meeting
3. Director's Report <i>(Discussion Item)</i> a. Program Update
4. Economic Report: Ted Egan & Todd Rufo <i>(Discussion Item)</i>
5. Employment Training Panel (ETP) Presentation: Sam Rodriguez & Robert Myer <i>(Discussion Item)</i>
6. Presentation/Discussion of OEWD RFP <i>(Discussion Item)</i>
7. Action to Approve Framework for RFP 113 <i>(Action Item)*</i>
8. Youth Council Update <i>(Discussion Item)</i>
9. WiCAC Update <i>(Discussion Item)</i>
10. Health Care Subcommittee Update <i>(Discussion Item)</i>
11. Public Comment
12. Adjournment <i>(Action Item)</i>

*Materials Included:

- ATTACH 1- Minutes from the October 3, 2012 WISF Meeting
- ATTACH 2- Memo on Action to Approve Request for Proposal (RFP) #113



OFFICE OF ECONOMIC AND WORKFORCE DEVELOPMENT
WORKFORCE DEVELOPMENT DIVISION
INTEROFFICE MEMORANDUM

TO: WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD
FROM: RHONDA SIMMONS, DIRECTOR OF WORKFORCE DEVELOPMENT
SUBJECT: REQUEST FOR PROPOSALS (RFP) #113
DATE: 11/28/2012

REQUESTED ACTION:

OEWD requests that the WISF approve the framework of RFP 113 to fund activities identified in this memo and grant OEWD authority to identify, approve, and establish contracts with vendors, contractors and/or grantees to perform these activities.

DISCUSSION:

OEWD will issue this RFP as part of its broader workforce system strategy aimed at coordinating available services and resources more effectively and efficiently. This system of services will address the immediate crisis of need facing those San Franciscans who have been the most impacted by the economic recession. OEWD's services strategy will meet the continuous demand for workforce service by leveraging the service systems provided through other funding resources and by addressing the service gaps in those systems to make sure more jobseekers will be able to access workforce development opportunities.

This RFP will utilize funds from the following allocations:

- a. Workforce Investment Act (WIA) Adult, Youth and Dislocated Worker Formula Allocations
- b. Housing and Urban Development's Community Development Block Grant (CDBG) funds allocated for workforce development services
- c. OEWD General Funds

Through this RFP, OEWD will maximize the impact of each of the individual funding sources by coordinating a stronger system of services that are more cohesively aligned along a common workforce development framework. The result will be more effective services for more people, and a range of services that meet the needs of San Franciscans from a variety of backgrounds and with a variety of skill sets and skill levels, a variety of employment barriers, and a variety of training and job placement needs.

The RFP strategy, and its accompanying service framework (outlined below), are aimed at supporting the Workforce Development Strategic Plan.

Specific Strategic Plan Recommendations Supported through this RFP

Goal 1: Improve Responsiveness of Workforce System to stable/ growing industries
Goal 2: Re-engage youth disconnected from the education system and labor market to achieve academic credentials, transition to post-secondary education, and/or secure living wage employment
Goal 3: Increase access to workforce services for populations underserved by the workforce development system
Goal 4: Improve Businesses capacity to hire San Francisco residents, and the quality of the workforce services available to them through the workforce system.
Goal 5: Streamline and align policy and administration across multiple funding sources.

SERVICES FRAMEWORK:

1. Access Points

- Provide centralized access points for Workforce System resources
- Coordinate services and outreach that meet neighborhood-specific and Citywide needs
- Implement services & strategies in coordination with the broader Workforce System and industry/sector trends.
- Provide a menu of workforce services and WIA-mandated services to jobseekers and employers
- Four types of Access Points being procured in this RFP:
 1. Comprehensive “OneStop”
 2. Industry/Sector
 3. Neighborhood Network
 4. Young Adult WorkLink

2. Sector Strategy

- Provide a comprehensive array of sector-based workforce services to jobseekers and employers
- Sector Access Points - Provide centralized resources and entry for each targeted industry, leveraging the services provided by the various Sector Academy partners
- Occupational Skills Training - curriculum will be customized to meet industry requirements and successfully prepare participants for industry certifications and sector occupations.
- Sector Bridge Programs – prepares young adults with basic education and technical skills that are contextualized around a specific industry sector.
- Four priority sectors being procured in this RFP:
 1. Construction
 2. Health Care
 3. Hospitality/Retail
 4. Information and Communications Technology

3. Worker Supports

- WIA Child Care Resources Administrator

- Must follow established federal and local WIA guidelines
 - Connect jobseekers to long-term, ongoing childcare resources and services upon completion of their training
 - Counsel and connect jobseekers to childcare service providers appropriate to their individual needs
 - **Re-Entry Navigator**
 - Provide targeted workforce services for job seekers with criminal justice histories and backgrounds
 - Connect participants to Access Points and Job Readiness Services through formal referral partnerships
- 4. Job Readiness Services**
- **Provide jobseekers with:**
 - Assessment and intensive case management
 - Barrier removal assistance
 - Job-readiness training (e.g. workplace skills, digital literacy)
 - Linkages to education services
 - **Connect jobseekers to:**
 - The citywide workforce system – Access Points
 - Sector-based occupational skills training
 - Job search assistance and placement
 - Career navigation services
- 5. Business Services**
- **Create citywide system of services for local businesses:**
 - Proactive development of job opportunities for job seekers
 - Coordinate job development and referral across Access Points
 - Develop OJT contracts especially targeting in demand sectors
 - Manage Job Fairs and Hiring Events
 - First Source job development
 - Customized workforce services for SF Airport and other employers
 - Utilize staffing agency model and talent management systems
- 6. Young Adult Services**
- **Service Strategy:**
 - Provide skills building training specifically tailored to the needs of Young Adults (age 18-24)
 - Serve as a feeder to postsecondary education, the City's Sector academies, or other advanced training
 - Link young adults to competitive employment
 - **Goals:**
 - Achievement of literacy or numeracy gains, achievement of HS diploma/GED, and an industry recognized credential
 - Placement into employment or post-secondary education
 - Retention in employment or post-secondary education

- Program Areas:
 - Job Readiness – building workplace competencies, including work preparedness skills
 - RAMP (Reconnecting All through Multiple Pathways)
 - Sector Bridge
 - Young Adult WorkLink (Access Points Strategy)

FUNDING SOURCES:

WIA Funds: OEWD will use WIA funds for all strategy areas. The parameters for the services offered using WIA funds will be dictated primarily through federal guidelines and regulations.

CDBG Funds: The City and County of San Francisco's CDBG funds that have been allocated for workforce services will be administered directly by OEWD. This funding helps to ensure that a broad spectrum of jobseekers (that may not be eligible under WIA) can effectively tap into workforce opportunities.

OEWD General Funds: OEWD will include some of its allocated City General Funds into the funding mix in order to help increase the flexibility of our Workforce System's service strategies. Without these general funds the service strategies would have to be more restrained to fit the federal guidelines and regulations that are attached to WIA and CDBG funds.

RECOMMENDATIONS:

Given the level of need that San Franciscans are currently facing, OEWD urges the following action from the WISF:

Immediate WISF authorization to approve the framework of RFP 113 to fund activities identified in this memo and grant OEWD authority to identify, approve, and establish contracts with vendors, contractors, and/or grantees to perform these activities through spending of the identified funding.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
December 5, 2012
Meeting Of The

Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Tiffany Apczynski, Zendesk
Rudee Bagsby, Lowe's Home Improvement
Brenda Barnes, Autodesk
Rob Black, WISF Chair, Golden Gate
Restaurant Association
Kevin Carroll, Hotel Council
Malia Cohen, San Francisco Board of
Supervisors
Jeanine Cotter, Luminall
Ximena Delgado, Bank of America
Tim Donovan, Electricians-IBEW Local 6
Ted Egan, City & County of San Francisco,
Controller's Office
Juliet Ellis, Public Utilities Commission
Jeff Fanselow, CBS Interactive
Manny Flores, Carpenters, Local
22/NCCRC
Ebony Frelix, Salesforce.com
Paul Giusti, Recology
Jennifer Hermann, University of California
San Francisco
Ramon Hernandez, Laborers, Local 261
Donna Kotake, City & County of San
Francisco, Department of Human
Resources (for Micki Callahan)

Leslie Lerude, Kimpton Hotels
Andrew Lindsay, Jawbone
Rebecca Miller, United HealthCare West
Barbara Morrisette, Saint Francis
Memorial Hospital
Brian Morton, Webcor Builders
Bob Nibbi, Nibbi Brothers Construction
Chudy Nnebe, Employment
Development Department (for
Jorge Tapia)
Matthew Poland, United Way Bay Area
(for Lorne Needle)
Joni Reicher, AirBnB
Sam Rodriguez, KSR Consulting Group
Toni Rucker, San Francisco Department
of Public Health, City and County
of San Francisco (for Barbara
Garcia)
Rodrigo Santos, Santos Urrutia
Structural Engineering
Kelley Shihadeh, Starbucks
Ontario Smith, PG&E
Damian Wisniewski, LinkedIn

WISF Members Absent

Celeste Alleyne, Microsoft
Henry A. Alvarez III, San Francisco Housing
Authority
Carmen Chu, City & County of San
Francisco Board of Supervisors
Diane Easterwood, Kaiser Permanente
Naomi Kelly, City & County of San
Francisco, Office of the City
Administrator
Sylvia Kwan, Kwan/Henmi Architecture
Kent Lim, Kent Lim Construction
Tom Quigley, Riverbed

Trent Rhorer, City & County of San
Francisco, Human Services
Agency
Darlene Rutkowski, Department of
Rehabilitation
Ruben Santana, Rubecon Construction
Egon Terplan, San Francisco Planning
and Urban Research (SPUR)
Association
Ken Weber, Zynga

OEWD Staff & Notables	Greg Asay, Senior Workforce Analyst Emylene Aspillá, Strategic Initiatives Director (interim) Nestor Avendano, Grants Administrator Marissa Bloom, Administrative Assistant Kris Damalas, Performance and Contracts Director Nikki Ford, Sr. Management Assistant John Halpin, Program Operations Director	Janan Howell, Workforce Specialist Judith Martinez, Office Assistant Patrick Mitchell, Workforce Specialist Sherita Moeser, Office Assistant Pat Mulligan, CityBuild Director Rhonda Simmons, Director of Workforce Development Kasie Vinson, Grants Administrator
Public (As Evidenced by the Sign-In Sheet)	Rosario Anaya, MLVS Rosamund Ayala, MLVS Bill Barnes, City & County of San Francisco, Office of the City Administrator Nathan Bengtsson, Coleman Advocates Julie Berlin, Community Housing Partnership DJ Brookter, YCD Erin Brown, Success Center of San Francisco Joseph Chow, Self-Help for the Elderly Sheryl Davis, WiCAC Terri Feely Amanda Gerrie, Pathways Roy Garanton, New Door Ventures Ruth Kavanagh, EDD-Labor Market Info Stacy Kellogg, JVS Josh Lachs, Goodwill Jason Y. Lee, Northeast Community Federal Credit Union	Brandi Mandato, JVS Elias Martinez, Mission Hiring Hall Robert Meyer, California Employment Training Panel Linda Palmquist, EDD-WSD Michelle Parker, PTA Tess Posner, Samasource Carla Praglin, Compass Family Services Joe Ramirez-Forcier, PRC Nancy Ryel, LEN Institute Sunny Schwartz, Five Keys Lupine Seran, JVS Abby Snay, JVS Lisa Stringer, Five Keys Jorge Villalobos, EDD-LMIO Meiling Wang, Self-Help for the Elderly Winnie Yu, Self-Help for the Elderly
Roll Call	Rob Black, WISF Chair, called the meeting to order at 9:10 A.M. He welcomed those in attendance and called for introductions from those present.	
Agenda (Action Item)	On motion by Rodrigo Santos, seconded and carried by all, the agenda was unanimously approved.	
Adoption of WISF Minutes (Action Item)	On motion by Rodrigo Santos, seconded and carried by all, the minutes of the October 3, 2012 WISF meeting was unanimously approved.	
Director's Report (Discussion Item) a. Program Update	Rhonda Simmons, Director of Workforce Development, gave an update to the WISF Board on the work of the Workforce Development Division. A few of these highlights are the launch of TechSF with the first cohort graduating in May, the launch of the Hospitality Initiative over the summer months, and the Local Hire for construction legislation that is overseen through the CityBuild program.	
	Rhonda Simmons also updated the Board on the Workforce Division's efforts to collaborate with other funding agencies and organizations on the Request for	

Proposal #113.

Economic Report:
Ted Egan & Todd Rufo
(Discussion Item)

Ted Egan, Chief Economist for the City & County of San Francisco, presented an update on the City's Economic Plan, which is a requirement of the Office of Economic & Workforce Development. The plan update has two (2) phases, the first of which is the analysis phase and the second is the policy impacts and implications. Mr. Egan's presentation focused on the long term economic and workforce development challenges that come up as a result of the analysis, a long-range perspective that is a high-level view and not a status update.

Ted Egan's analysis showed that the Creative and Visitor industries led the city's economy out of recession, and the local-serving industries followed later. This pattern of job growth has workforce implications, which shows that in the Creative Industries, 60% of workers have a 4+ year degree and have a wage of \$35/hour or more. For the Experience Industries 33% of workers have an high school diploma or less education with a Low Wage of less than \$17.50/hour. Trends show that from 1990 to 2010 there has been growth in San Francisco's population of the extremely/very low income and upper income, but very little growth in the low to middle range of income. Another workforce implication is the labor and housing costs in San Francisco as they relate to other cities and counties in the Bay Area. San Francisco is a more expensive place to do business and to live.

Todd Rufo, Director of the Office of Economic & Workforce Development, presented that the next steps in the update to the San Francisco Economic Plan are to update the goals, which will be based on analysis of the Business Survey that was recently conducted and required by Proposition I, and to complete a draft which will be presented to the Land Use Committee.

Discussion followed.

**California Employment
Training Panel (ETP)**
Presentation:
**Sam Rodriguez &
Robert Mayer**
(Discussion Item)

Sam Rodriguez and Robert Mayer presented on the California Employment Training Panel (ETP) program, which is a performance-based contract to reimburse the cost for employer-customized job skills training. The ETP was created in 1983 to train the existing workforce in the U.S. Eligible trainees can include existing and newly-hired workers, unemployed workers, underserved populations and small business owners. ETP uses a fixed-fee reimbursement rate, which ranges from \$15-\$26 per training hour and is specified in the contract once it is awarded.

One important point to note is that the training cannot be reimbursed retroactively by the ETP.

**Presentation/Discussion
of OEWD RFP #113**
(Discussion Item)

Rhonda Simmons presented on the funding mix for request for proposal (RFP) #113, which is Workforce Investment Act (WIA) Adult, Dislocated Worker and Youth (defined as 18-24), Community Development Block Grant (CDBG) and General Fund. RFP #113 is set to be released on December 10, 2012. Submissions are due by January 17, 2013.

As part of the process in writing the RFP, the Workforce Development Division gathered stakeholder input from employer subcommittees, community based organization focus groups, education partners, and inter-departmental coordination.

One thing to note is that San Francisco's unemployment rate has fallen to 6.8%, the lowest unemployment rate since January 2009. One of the driving factors in lowering the unemployment rate is the growth in the technology sector, which has led job creation over the past year.

Emylene Aspilla, Strategic Initiatives Director (interim), presented on the strategic framework of RFP #113. The RFP was built off of the 2009 Strategic Plan, which was in response to the 2007 Economic Plan. The overarching strategic goals of the RFP are to reinforce our sector strategy, re-engage young adults disconnected from education and workforce system, increase business engagement, increase access to workforce services for underserved populations, and to streamline policy and administration across multiple funding sources.

John Halpin, Program Operations Director, presented on the service strategies for RFP #113. The service strategies of the RFP are built around these program areas: Access Points, Sector Strategy, Worker Supports, Job Readiness Services, Business Services and Young Adult Services.

The Access Points will have one Comprehensive Access Point as mandated by the Workforce Investment Act (WIA) and the other access points will be Industry/Sector, Neighborhood Network and Young Adult WorkLink focused.

The Sector Strategy will continue the academies in Health Care, Construction, Hospitality/Retail and Information and Communications Technology (ICT) with centralized resources and entry into these industries. Also, Sector Bridge Programs will prepare young adults with basic education and technical skills around a specific industry sector.

Worker supports will include child care resources and re-entry navigator. The Re-Entry Navigator targets workforce services for job seekers with criminal histories and backgrounds.

Job Readiness will provide services to job seekers that are not quite ready for a sector academy. These services will include intensive case management, barrier removal services with linkages to job readiness training and education services.

Business services will be provided by all of the grantees. In addition there will be a provider(s) that will coordinate business services across all access points, develop job opportunities and OJT contracts in targeted high-demand sectors, manage job fairs and hiring events, provide first source job development, and deliver customized workforce services for SF Airport and other employers.

The Young Adult service strategy is around skill building with job readiness, RAMP, Sector Bridge and Young Adult WorkLink (access point strategy).

Rob Black requested that any members with a conflict of interest recuse themselves from discussion and voting on the action to approve RFP #113. In response, Matt Poland, designated alternate for Lorne Needle, United Way of the Bay Area, recused himself from discussion and voting on RFP #113 due to a potential conflict of interest.

Discussion Followed.

Public Comment on RFP #113

Rob Black's call for public comment on item # 7 request to approve framework for RFP #113 yielded the following response:

Lisa Stringer commented on co-enrollment for high school students in additional training programs. There are programs within the school district that allow students to go to school part-time, enroll in a training program, and earn high school credits while you are working on academic credits in a more traditional school system.

Nancy Ryel, LEN Business & Language Institute, commented that the chart about workforce system program services identifies anyone that has a skill level of 6th grade isn't considered to have a great barrier to employment.

Action to Approve Framework for RFP # 113

(Action Item)

On motion by Rodrigo Santos, seconded and carried, the request to approve the framework for RFP #113 as it was outlined in the Memo to Approve Framework for RFP #113 was passed unanimously, with one (1) abstention.

Y = 31, N = 0, Abstentions = 1.

In the interest of time Mr. Rob Black continued the following agenda items to the next meeting of the WISF:

- *Item 8: Youth Council Update (Discussion Item)*
- *Item 9: WiCAC Update (Discussion Item)*
- *Item 10: Health Care Subcommittee Update (Discussion Item)*

General Public Comment

Rob Black's request for general public comment yielded the following response:

Rosario Anaya, Mission Language Vocational School (MLVS), requested that the Board consider giving different points depending on the population that the agencies serve and for the different barriers addressed by providers. Rosario Anaya suggested that some discussion be held on how the funding agencies give points to agencies that deal with the individuals that have higher barriers to employment.

Carla Praglin, Compass Family Services, commented on addressing child care and asked if there was any discussion around offering child care at different hours to address the needs of parents who are not working a 9 A.M. to 5 P.M. job.

Conclusion

Mr. Rob Black adjourned the meeting at 10:55 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, March 27, 2013
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5th Floor San Francisco, CA 94103 during regular office hours and reviewed on the website: <http://www.owd.org/WISF-Board.aspx>

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163
E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
March 27, 2013
Meeting Of The

Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Tiffany Apczynski, Zendesk
Rudee Bagsby, Lowe's
Bill Barnes (for Naomi Kelly), Office of the
City Administrator
Brenda Barnes, Autodesk
Rob Black, WISF Board Chair, Golden Gate
Restaurant Association
Kevin Carroll, Hotel Council
Jeanine Cotter, Luminalt
Tim Donovan, IBEW Local 6
David De La Torre (for Ramon Hernandez),
Laborers Local 261
Peter Dudley, Wells Fargo
Diane Easterwood, Kaiser Permanente
Ted Egan, Controller's Office
Jeff Faselow, CBS Interactive
Manuel Flores, Carpenters Local 22
Ebony Frelix, Salesforce
Paul Giusti, Recology
Donna Kotake (for Micki Callahan),
Department of Human Resources
Sylvia Kwan, Kwan/Henmi Architecture

Kent Lim, Kent Lim & Co.
Andrew Lindsay, Jawbone
Tony Lugo (for Trent Rhorer), Human
Services Agency
Rebecca Miller, SEIU-United Healthcare
West
Barbara Morrisette, St. Francis
Memorial Hospital
Lorne Needle, Youth Council Chair,
United Way of the Bay Area
Sam Rodriguez, KSR Strategy Group
Toni Rucker, Department of Public
Health
Darlene Rutkowski, Department of
Rehabilitation
Kelley Shihadeh, Starbucks
Jorge Tapia, Employee Development
Department
Stephanie Troxel (for Leslie Lerude),
Kimpton Hotels
Ken Weber, Zynga.org
Damian Wisniewski, LinkedIn

WISF Members Absent

Celeste Alleyne, Microsoft
Henry Alvarez III, San Francisco Housing
Authority
Malia Cohen, San Francisco Board of
Supervisors
Ximena Delgado, Bank of America
Juliet Ellis, SFPUC
Jennifer Hermann, University of California,
San Francisco

Brian Morton, Webcor Builders
Bob Nibbi, Nibbi Construction
Tom Quigley, Riverbed
Ruben Santana, Rubecon Construction
Rodrigo Santos, Santos & Urrutia
Ontario Smith, PG&E
Egon Terplan, SPUR

OEWD Staff & Notables

Emylene Aspilla, Strategic Initiatives
Director (interim)
Marissa Bloom, Administrative Assistant
Kris Damalas, Performance and Contracts
Director
Virginia Dario Elizonda, City Attorney
Nikki Ford, Sr. Management Assistant
John Halpin, Program Operations Director
Janan Howell, Workforce Specialist
Marc Majors, CityBuild Academy Manager

Judith Martinez, Office Assistant
Patrick Mitchell, TechSF Manager
Sherita Moeser, Office Assistant
Pat Mulligan, CityBuild Director
Ken Nim, Contract Compliance Officer
Lupine Seran, Workforce Innovation
Project Manager
Rhonda Simmons, Director of Workforce
Development
David Taylor, Workforce Specialist

Public

(As Evidenced by the
Sign-In Sheet)

Brett Andrews, PRC
Rosario Anaya, MLVS
Rosamunde Ayala, MLVS
Michael Blecker, Swords to Plowshares
Benita Benavides, SAA
Stella Becerra, MHH
Flynn Bradley, SFO
Johnnie Cae
C. Canaveral, Coleman Advocates
Carmen Chiu, EDD
Malea Chavez, Mission Economic
Development Agency
N. Felton Cogell, PLWACTC
Kim Coulthurst, Pathway Consultants
Steven Currie, SFPUC
Iva Doye, Red Rose Café
Thed De Guzman, EDD
Erris Edgerly
Olga Elizalde, SFO
Terri Feeley
Casey Flores, EDD
Amanda Gerrie, Pathways Consultants
Rico Hamilton, Magic Zone/Mo' Magic
Natalie Hopner, MLVS
Chris Jackson, Sama USA
Liz Jackson-Simpson, SCSF

Ruth Kavanaugh, EDD Labor Market Info
John Knox, JPD
Jenny Lawrence, New Door Ventures
D. Leach, JVS
Catherine Lin, EDD
Steven Lodgard, EDD
Lawland Long, FACES SF
Teresa Mailer, CHALK
Charlie Mayer, DPH
Chudy Nnebe, EDD
Christina Olague, Arriba Juntos
Linda Palmquist, EDD-WSD
Miquel Penn, Mission Hiring Hall
Derrick Perryman, Red Rose
Matt Poland, UWBA
Dae Quach
Justin Read
Chris Reyes, Goodwill
Ray Sloan, MLVS
Abby Snay, JVS
Joel St. Julien, New Door Ventures
Kimiah Tucker, Magic Zone/Mo' Magic
B. Urfer, JVS
Meiling Wang, EDD
Shaman Walton, YCD
Lisa Williams
Winnie Yu, SHE

Roll Call

Rob Black, WISF Chair, called the meeting to order at 9:16 A.M.

Agenda

(Action Item)

On motion by Kevin Carroll, seconded by Sylvia Kwan, the agenda was unanimously approved.

**Adoption of WISF
Minutes**

(Action Item)

On motion by Kelley Shihadeh, seconded and carried, the minutes of the December 5, 2012 WISF meeting were unanimously approved.

Presentation on
RFP #113 Funding
Recommendations

Rob Black requested that all members disclose any conflicts. Mr. Black's request yielded the following members that noted a conflict of interest:

Lorne Needle
Ebony Frelix
David De La Torre (for Ramon Hernandez)
Rebecca Miller
Tiffany Apczynski
Manuel Flores
Toni Rucker
Kent Lim
Jeanine Cotter

Mr. Black entertained a motion from the floor to excuse WISF members with a conflict from discussion and voting.

On motion by Tim Donovan, seconded and carried, the WISF voted unanimously to allow members with a conflict of interest to recuse themselves from all discussion and voting on RFP #113 funding recommendations.

Mr. Black asked that all members with a conflict of interest leave the room for the discussion and vote on RFP #113 funding recommendations. Tim Donovan asked if quorum was still established due to the recusal of abstaining members. It was determined that a quorum was still established and the meeting continued with a presentation by OEWD staff on RFP #113 funding recommendations.

Rhonda Simmons, Director of Workforce Development, presented on the timeline for RFP #113, the amount and mix of funding available, and the process that OEWD used in reviewing proposals. There were a total of 83 proposals received by 51 agencies with over \$20 million requested. The themes of the solicitation were to focus on training and skills development, reinforce sector strategies, and support neighborhood-based services, and increase collaboration and coordination among workforce system services and providers.

John Halpin, Program Operations Director, presented on the goals and strategies of RFP #113. The goals are to strengthen the San Francisco workforce system's strategic alignment with local labor market realities, build stronger system-wide connections between providers, increase San Francisco residents' ability to compete for jobs and position San Francisco's workforce system to leverage other systems. The strategies of RFP #113 include a sector approach with a focus on four specific sectors: Construction, Health Care, Hospitality, and Information and Communications Technology; Access Points; and Young Adult services.

Emylene Aspillá, Strategic Initiatives Director (interim), presented on the recommended providers by program area and proposed funding ranges for each proposed program:

Sector Programming: Coordinator

Provider	Recommend Funding Range for 13/14
Bay Area Video Coalition (TechSF)	\$301,000+
Jewish Vocational Service (Healthcare Academy)	\$301,000+
Mission Hiring Hall	\$301,000+

(CityBuild)	
Mission Hiring Hall (Hospitality Initiative)	\$151,000-300,000
Self Help for the Elderly (Hospitality Initiative)	\$50,000-150,000

Sector Programming: Healthcare Training

Provider	Recommend Funding Range for 13/14
Arriba Juntos	\$50,000-\$150,000
In-Home Support Services Consortium	\$50,000-\$150,000
Mission Language Vocational School	\$50,000-\$150,000
Mujeras Unidas y Activas	\$50,000-\$150,000
Self Help for the Elderly	\$50,000-\$150,000

Sector Programming: Hospitality Training

Provider	Recommend Funding Range for 13/14
Charity Cultural Services	\$50,000-\$150,000
Community Housing Partnership	\$50,000-\$150,000
Episcopal Community Services	\$50,000-\$150,000
Mission Language Vocational School	\$50,000-\$150,000
Young Community Developers	\$151,000-300,000

Member Jeanine Cotter noted that she had a conflict of interest as her company, Luminalt, has a contract with Community Housing Partnerships to design and install solar power on an affordable housing project in Oakland. Ms. Cotter recused herself from the remainder of the presentation, discussion and vote due to the conflict.

Sector Programming: Technology Training

Provider	Recommend Funding Range for 13/14
Tekmeca	\$50,000-\$150,000

Sector Programming: Construction Training

Provider	Recommend Funding Range for 13/14
Asian Neighborhood Design	\$50,000-\$150,000
A. Philip Randolph Institute	\$50,000-\$150,000
Anders & Anders	\$50,000-\$150,000
Charity Cultural Services	\$151,000-300,000
City College of San Francisco	\$301,000+

Comprehensive Access Point:

Provider	Recommend Funding Range for 13/14
Goodwill (Coordinator)	\$301,000+
Manpower (Business Services)	\$151,000-300,000

Jewish Vocational Service (Dislocated Worker)	\$301,000+
Five Keys (Assessment & Education Linkage)	\$50,000-\$150,000
Goodwill (Re-Entry Navigator)	\$50,000-\$150,000

Ms. Aspilla presented that the Youth Council reviewed and approved the Young Adult funding recommendations at the March 20, 2013 Youth Council meeting with the following amendments:

- Ensure that OEWD, DCYF and other City Department's synch up funding so that there is deliberate attention to making the system work better.
- Ensure that there is "no wrong door," that the Young Adult WorkLink makes it easier for young people to access and navigate workforce services.
- Ensure that the Youth Council data subcommittee helps staff look at and use data to improve the system.

Young Adult Strategies: RAMP

Provider	Recommend Funding Range for 13/14
Goodwill	\$301,000+
San Francisco Conservation Corps	\$301,000+

Young Adult Strategies: Sector Bridge

Provider	Recommend Funding Range for 13/14
Bay Area Video Coalition	\$151,000-300,000
Bayview Hunters Point Center for Arts & Technology	\$50,000-\$150,000
Jewish Vocational Service	\$151,000-300,000
Larkin Street	\$50,000-\$150,000
Renaissance Parents of Success	\$50,000-\$150,000

Young Adult WorkLink:

Provider	Recommend Funding Range for 13/14
Collective Impact	\$151,000-300,000
Community Youth Center	\$151,000-300,000
Hunters Point Family	\$151,000-300,000
Mission Economic Development Agency	\$50,000-\$150,000
Success Center	\$50,000-\$150,000
Vietnamese Youth Development Center	\$50,000-\$150,000

Neighborhood Access Points:

Provider	Recommend Funding Range for 13/14
Central City Hospitality House	\$50,000-\$150,000
Chinese for Affirmative Action	\$50,000-\$150,000
Collective Impact	\$151,000-300,000

Compass Family Services	\$50,000-\$150,000
FACES	\$301,000+
Hearing and Speech Center	\$50,000-\$150,000
LGBT Center	\$50,000-\$150,000
Mission Economic Development Agency	\$151,000-300,000
Positive Resource Center	\$50,000-\$150,000
Self Help for the Elderly	\$301,000+
Swords to Plowshares	\$50,000-\$150,000
Toolworks	\$50,000-\$150,000
Upwardly Global	\$50,000-\$150,000
Young Community Developers	\$151,000-300,000

The contract performance period would be for an initial term of twelve (12) months, commencing on or around July 1, 2013 and ending June, 2014. There is an anticipated two optional one-year extensions based on performance related to outcomes and interim measures of progress.

Discussion followed.

**Public Comment on RFP
#113 Funding
Recommendations**

Rob Black's call for public comment on RFP #113 Funding Recommendations yielded the following comments:

Michael Blecker, Swords to Plowshares, commented on Swords to Plowshares employment training for veterans since 1974 and expressed his appreciation on the recommendation to receive funding through OEWD.

Erris Edgerly, Brothers for Change, commented on not receiving funding for a culinary program in the Western Addition. Mr. Edgerly requested information on any other funding opportunities they could apply to.

Christina Canaveral, Coleman Advocates, commented that OEWD could leverage resources from the "hot industries" such as providing training or teaching classes since there are challenges with limited funding. Additionally, Ms. Canaveral asked what transferrable skills are being taught at the sector level as it pertains to the mid-skill level of Human Resources and accounting.

Liz Jackson-Simpson, Success Center of San Francisco, commented on her appreciation for being recommended for funding and providing services to San Francisco's most vulnerable citizens

**Action to Approve RFP
#113 Funding
Recommendations
(Action Item)**

On motion by Bill Barnes, seconded by Sam Rodriguez, the WISF Board voted unanimously to approve the recommended service providers and funding ranges as presented by OEWD staff.

Yea = 23 Nay = 0 Abstentions = 9

**Presentation on San
Francisco Local Plan**

Emylene Aspilla presented an overview of the San Francisco Local Plan, which is a requirement of WIA. All Local Boards must submit a comprehensive Five-Year Local

(Discussion Item)

Plan to the State Board by July 1, 2013. The Local Plan mirrors the State Strategic Workforce Development Plan with local strategies to achieve State goals and objectives. Our shared strategies with the State are to align policy goals; establish success metrics; monitor progress; maximize, leverage and align resources; surface competitive and emergent sectors/occupations; identify, remove or ease administrative and policy barriers; use data to drive change. Ms. Aspilla noted that much of this shared strategy was reflected in RFP #113 and will continue to be fleshed out in the Local Plan.

John Halpin presented on the process and timeline to develop the Local Plan. The final version of the plan will be presented to the WISF at the June 26th meeting with a request to the WISF Board to approve the Local Plan. Once the WISF has approved the plan it will be sent to Mayor Ed Lee for approval, and then sent to the State Board for review and approval.

The Local Plan will outline the vision to meet the workforce needs of high demand sectors of the regional economy; will be based on economic and workforce information analysis; integrate local business involvement with workforce initiatives through the Business Service Plan; support system alignment, service integration and continuous improvement using data to support evidence-based policymaking; and establish a Memorandum of Understanding between the Local Board and mandated partners concerning the operation of the One Stop delivery system.

Mr. Halpin noted that there would be opportunities for WISF members to provide input on the Local Plan through sector subcommittees, the Youth Council, focus groups and roundtable discussions, as well as, through public comment.

Discussion followed.

Update: Summer Jobs+ 2013 Planning
(Discussion Item)

Lorne Needle, Youth Council Chair and Matt Poland, United Way of the Bay Area presented an update on the 2013 Summer Jobs+ program. Mr. Needle gave an overview of the 2012 Summer Jobs+ program, which gave young people in San Francisco training and work opportunities citywide, including both public and private sector jobs and internships.

Mr. Poland presented on the 2013 Summer Jobs+ program which will build off the success from 2012 where there were 3,466 public sector training and/or job opportunities and 1,738 private sector job and internship opportunities. This year there will be a larger goal of 6,000 jobs for youth age 14-24 in San Francisco; a new online system to access job opportunities; 3-4 neighborhood-based organizations to assist youth in accessing Summer Jobs+; and year-round opportunities will be available.

General Public Comment

Rob Black's call for general public comment yielded no results.

Conclusion

Mr. Rob Black adjourned the meeting at 10:56 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, June 26, 2013
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

GOVERNMENT
DOCUMENTS DEPT

JUN 28 2013

SAN FRANCISCO
PUBLIC LIBRARY

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5th Floor San Francisco, CA 94103 during regular office hours and reviewed on the website: <http://www.owwd.org/WISF-Board.aspx>

AGENDA APPEARS ON PAGE 3

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163
E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

RINGING AND USE OF CELL PHONES

The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

LOBBYING ACTIVITY

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website: <http://www.sfgov.org/ethics>

Issued: Thursday, June 20, 2013

1 South Van Ness Avenue, 5th Floor | San Francisco, CA 94103 | www.owwd.org |
e-mail: workforce.development@sfgov.org
Telephone 415.701.4848 | Fax 415.701.4897 | TDD 800.735.2929 (CRS)

ACCESSIBLE MEETING POLICY

1. The meeting will be held at the Hotel Whitcomb, Grand Ballroom, 1231 Market Street (between 8th and 9th Streets) San Francisco, CA 94103. The room is wheelchair accessible and has accessible seating for persons with disabilities and those using wheelchairs.
2. The closest accessible BART station is Civic Center. Accessible MUNI lines serving this location are: #14/14L Mission, #19 Polk St, #71 Haight/Noriega, #5 Fulton, #21 Hayes, # 6 Parnassus, #9/9L San Bruno, the F Line to Market and 9th Street and any line serving the Metro Stations at Civic Center. For more information about MUNI accessible services, call 415-673-6142.
3. There is limited onsite parking available at Hotel Whitcomb, and rates vary by day. If you require parking for this event, please call the Hotel Whitcomb Catering department at 415-487-4439 at least 72 hours in advance.
4. Requests for language interpreters at a meeting must be received at least 72 hours in advance of the meeting to help ensure availability.
5. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
6. Assistive listening devices are available. Agendas are available in large print. Materials in alternative formats, ASL interpreters, real-time captioning and other accommodations will be made available upon request. Please make your request for alternative format or other accommodations, to Marissa Bloom at 415-701-4848 or via e-mail at workforce.development@sfgov.org. Providing at least 72 hours' notice prior to the meeting will help to ensure availability.



AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

WEDNESDAY JUNE 26, 2013
9:00 – 11:00 AM
HOTEL WHITCOMB
1231 MARKET STREET
SAN FRANCISCO, CA 94103

1. Adoption of the Agenda * (<i>Action Item</i>)
2. Approval of Minutes from March 27, 2013 * (<i>Action Item</i>)
3. Director's Report (<i>Discussion Item</i>) a. Programs/Sectors Updates b. RFP Awards/Granting Process
4. Presentation on San Francisco Local Area Plan (<i>Action Item</i>)*
5. MOU between WIA Partners/WISF (<i>Action Item</i>)*
6. Update: Summer Jobs+ 2013 Planning (<i>Discussion Item</i>)
7. Workforce Innovation Fund Update—Txt2Wrk Demo (<i>Discussion Item</i>)
8. Public Comment (<i>Discussion Item</i>)
9. Adjournment (<i>Action Item</i>)

Please Note: Public Comment will be taken throughout the meeting.

KEY:

***Materials Included:**

- Draft minutes from March 27, 2013 meeting
- Memo regarding San Francisco Local Area Plan
- San Francisco Local Area Plan Summary
- Memo regarding MOU between WIA Partners and WISF
- Memorandum of Understanding (MOU) between WIA Partners and WISF

RFP #113 Funding
Workforce Investment San Francisco (WISF) – June 26, 2013

Organization	Funding
SECTOR STRATEGY	
Occupational Skills Training, Sector-specific Job Readiness Training	
Sector Programming: Healthcare Training	
Jewish Vocational Service – Healthcare Academy (Coordinator)	\$575,000
Arriba Juntos	\$200,000
In-Home Support Services Consortium	\$100,000
Mission Language Vocational School	\$100,000
Mujeres Unidas y Activas	\$50,000
Self Help for the Elderly	\$150,000
Sector Programming: Hospitality Training	
Mission Hiring Hall – Hospitality Initiative (Co-Coordinator)	\$200,000
Self Help for the Elderly – Hospitality Initiative (Co-Coordinator)	\$100,000
Charity Cultural Services	\$150,000
Community Housing Partnership	\$75,000
Episcopal Community Services	\$100,000
Mission Language Vocational School	\$75,000
Sector Programming: Technology Training	
Bay Area Video Coalition – TechSF (Coordinator)	\$600,000
Tekmeca	\$150,000
Sector Programming: Construction Training	
Mission Hiring Hall – CityBuild (Coordinator)	\$845,000
Asian Neighborhood Design	\$50,000
A. Philip Randolph Institute	\$128,000
Anders and Anders	\$132,000
Young Community Developers	\$150,000
Charity Cultural Services	\$378,000
City College of San Francisco	\$656,000
COMPREHENSIVE ACCESS POINT	
Centralized entry point/resources for all workforce system services	
Goodwill – Coordinator	\$600,000
Manpower – Business Services	\$300,000
Jewish Vocational Service – Dislocated Worker	\$400,000
Five Keys – Assessment & Education Linkage	\$150,000
Goodwill – Re-entry Navigator	\$125,000
NEIGHBORHOOD ACCESS POINTS	
Community focused point of entry into the workforce system	
Small Access Points	
Chinese for Affirmative Action	\$75,000
Compass Family Services	\$75,000
Central City Hospitality House	\$100,000
Hearing and Speech Center	\$42,500
LGBT Center	\$120,000
Positive Resource Center	\$100,000
Toolworks	\$55,000
Upwardly Global	\$75,000

RFP #113 Funding
Workforce Investment San Francisco (WISF) – June 26, 2013

Organization	Funding
Large Access Points	
Collective Impact	\$400,000
FACES	\$400,000
Hunters Point Family	\$150,000
Mission Economic Development Agency	\$200,000
Self Help for the Elderly	\$500,000
Swords to Plowshares	\$150,000
Young Community Developers	\$265,000
RAMP	
Job readiness training and work-based learning for young adults	
Goodwill	\$475,000
San Francisco Conservation Corps	\$475,000
SECTOR BRIDGE	
Occupational Skills Training, Sector-specific Job Readiness Training for young adults	
Bay Area Video Coalition	\$200,000
Bayview Hunters Point Center for Arts & Technology	\$75,000
Jewish Vocational Service	\$150,000
Larkin Street	\$150,000
Renaissance Parents of Success	\$50,000
YOUNG ADULT WORKLINK	
Young adult focused point of entry into the workforce system	
Collective Impact	\$100,000
Community Youth Center	\$200,000
Hunters Point Family	\$100,000
Mission Economic Development Agency	\$150,000
Success Center	\$100,000
Vietnamese Youth Development Center	\$60,000
Young Community Developers	\$200,000
TOTAL:	\$11,731,500



OFFICE OF ECONOMIC AND WORKFORCE DEVELOPMENT
WORKFORCE DEVELOPMENT DIVISION
MEMORANDUM

TO: WISF MEMBERS

FROM: RHONDA SIMMONS, DIRECTOR OF WORKFORCE DEVELOPMENT

SUBJECT: LOCAL STRATEGIC WORKFORCE PLAN

DATE: 6/19/2013

CC:

Background

- Local Workforce Investment Boards ("local boards") are required by federal law to submit to the State WIB ("State Board") a comprehensive five-year local plan that aligns with the *State Strategic Workforce Development Plan*, identifying the local board's strategies to achieve the State Plan goals.
- Federal and state law require the State Board to recommend to the Governor recertification of each local board every two years.
- In 2011, Governor Brown signed Senate Bill 698 which requires the State Board to implement standards for certifying high-performance local boards.

Accordingly, this year the California Board will simultaneously (1) approve five-year local plans based on adherence to the State Plan; (2) recommend local board recertification to the Governor; and, (3) evaluate local board performance for biennial "high performance" certification.

San Francisco's Local Plan

Per State Board guidelines, San Francisco's comprehensive five-year local plan delineates strategies to achieve the State Plan goals. Specifically, the San Francisco local plan achieves State Plan goals through its successful sector strategy, a strategy that aligns the city's workforce programs around the needs of local and regional industry growth sectors, and through its "access points" strategy that creates training and employment pathways for disadvantaged San Franciscans.

As required by the State Board, the San Francisco's 80-page plan is divided into the following major sections: Vision, Economic & Workforce Analysis, Business Service Plan, Adult Strategies, Youth Strategies, and Administration. The City is not only seeking recertification but also designation as a high-performance local board.

Local Plan Timeline

- San Francisco's local plan is currently on OEWD's website for public review and comment. The deadline for public comment is June 21, 2013.
- San Francisco must deliver its local plan to the State Board no later than Monday, July 1.

Action Needed

We will be discussing the plan at the WISF meeting on June 26 and will ask for a motion to authorize the Office of Economic and Workforce Development to submit the plan on behalf of the WISF.

San Francisco 2013-2017 Workforce Strategic Plan

Summary

1. Vision

Innovation

Mayor Edwin M. Lee and Workforce Investment San Francisco envision a workforce system that leverages San Francisco's innovation economy on behalf of the city's residents and workforce. The City & County of San Francisco will implement this vision by building upon its successful sector strategy, a strategy that aligns the city's workforce programs around the needs of local and regional industry growth sectors, and through its "access points" strategy that creates training and employment pathways for disadvantaged San Franciscans.

Sector Strategy

As of April 2013, the city's unemployment rate (5.4 percent) was the third lowest among California's 58 counties. Major sectors of the San Francisco's economy – tech, hospitality, health care, and construction – are leading the way. Accordingly, OEWD has initiated sector academies that integrate skill development, support services, and job development to prepare and place low-to-high skilled individuals for a range of jobs within these targeted industries. San Francisco's sector academies are rooted in detailed economic analysis and forecasting performed by both the San Francisco Office of Economic Analysis (OEA) and the California Employment Development Department (EDD).

Regional Collaboration

San Francisco will partner with the following workforce investment boards (WIBs) to ensure that a regional workforce is trained and prepared for employment within priority sectors: San Mateo County, Santa Cruz County, NOVA (representing a consortium composed of seven northern Santa Clara County cities), and work2future (San Jose and southern Santa Clara County). Under the terms of this partnership, the WIBs will unite to select priority sectors within the region, with each WIB taking on a leadership role to collect and disseminate labor market information for a specific sector.

2. Economic & Workforce Analysis

OEWD invested in considerable research to develop a strategy grounded in local and regional demographic and economic data. Research suggests the following local employment growth by 2020 in OEWD-targeted sectors:

- The **Information and Communications Technology Sector** is expected to make the most dramatic increases in employment compared to all other sectors. According to EDD data, ICT is projected to increase by 52% in the ten years ending in 2020. If these projections come to pass, the ICT industry will account for 21% of all jobs in the city.
- **Hospitality** (accommodation and food services) is the next largest industry employer, and will account for 12% of the jobs in the local area by 2020. This is a 25% increase over 2010 employment.
- **Health care** continues to be a large employer in the city and is projected to grow by 13% by 2020.
- **Construction** jobs will see a 32% increase in employment in San Francisco. Construction will create over 4,000 jobs and continue to be an entrée into the workforce and into well-paying careers for low skilled San Franciscans.

3. Business Service Plan

With an eye to meeting the workforce needs of high demand sectors of the San Francisco and the regional economy, the WISF established four sector subcommittees (tech, hospitality, health care, and construction) to (1) develop recommendations for the WISF Business Service Plan, and (2) increase employer involvement in WISF activities. The committees validate industry employment projections, identify key skill requirements, evaluate and approve programmatic framework (particularly soft skills and contextualized training), and work with collaborating members to effectively streamline employment referral processes.

In addition, the OEWD Business Services staff and partner agencies provide the following services to employers: staffing services, tax credit and bonding, employee training, and downsizing and layoff aversion and outplacement services.

4. Adult Strategies

OEWD is updating the traditional One Stop service delivery model to better meet the workforce needs of diverse neighborhoods, communities, and employers. San Francisco's Local Plan sets out a new framework for organizing the delivery of workforce services that will increase the number of San Francisco residents who obtain a marketable and industry-recognized credential or degree, with a special emphasis on unemployed, underemployed, low-skilled, low-income, disabled individuals, and other at-risk populations.

The WISF has agreed to invest in a number of key program areas that will strengthen the foundation of this vision. San Francisco serves its adult customers through three different types of Access Points to plan, coordinate, broker, and provide workforce development services: (1) a single Comprehensive Access Point; (2) Industry/Sector Access Points; and, (3) Neighborhood/Works Access Points.

In addition, for the first time, the WISF will fund an Assessment and Education Coordinator to coordinate the delivery of academic assessment and skill-building across the network of access points.

5. Youth Strategies

OEWD's Youth Strategies are anchored in building partnerships across the education and workforce systems to effectively re-engage disconnected youth in education and work – with an emphasis on at-risk youth and those from low-income communities. Specifically, OEWD will partner with the Bridge to Success (BTS) initiative, Transitional Aged Youth Task Force (TAY-SF), the Youth Council, and the WISF to implement proven policies and programs on behalf of San Francisco's youth.

Programmatically, OEWD's approach through its new Young Adult WorkLink framework is to prioritize linkages for young adults that help them build skills they need to achieve economic self-sufficiency. These Young Adult WorkLink Access Points will build on established services to focus on the special concerns of young adults and serve as a point of entry into the public workforce system.

In addition, the WISF continues to invest in job readiness and transitional employment opportunities for youth through RAMP-SF, and basic education and technical skills training contextualized around a specific industry sector through the Sector Bridge program.

6. Administration

WISF members play an integral role in overseeing and setting the direction for San Francisco's Workforce System. The WISF establishes policies for workforce development in San Francisco and influences the design of the delivery system. Further, the WISF contributes expertise from industry and articulates the current workforce trends and needs of the local labor market. Most importantly, the WISF provides leadership in developing a strong and vital partnership between businesses, education, community-based organizations, and city agencies.

The WISF and Youth Council are staffed by OEWD, which is charged with coordinating and centralizing the youth and adult workforce systems in San Francisco. OEWD will provide staffing support for the quarterly meetings including taking minutes, scheduling of meetings, and ensuring compliance with regulations governing the WISF and Youth Council. The partnership with OEWD and the Mayor's Office ensures that the WISF provides city-wide leadership for workforce development, business attraction, and retention.

More information on the California State Strategic Plan can be found here:

http://www.cwb.ca.gov/state_Plan_2013-2017.htm

The entire San Francisco Strategic Local Workforce Plan can be found here:

[http://www.warriordevelopment.org/about-us/images/stories/AboutUs/ProviderResources/Local_Plan/Local%20-%20W%20Local%20Plan%202013-17%20\(fraft\).pdf](http://www.warriordevelopment.org/about-us/images/stories/AboutUs/ProviderResources/Local_Plan/Local%20-%20W%20Local%20Plan%202013-17%20(fraft).pdf)



Local Strategic Workforce Development Plan 2013-2017

Workforce Investment San Francisco
June 26, 2013

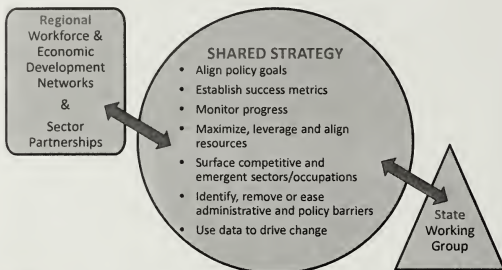


Local Plan: Background

- The federal Workforce Investment Act (WIA) requires Local Boards to submit a comprehensive **Five-Year Local Strategic Workforce Development Plan** to the State Board
- Local Plan mirrors the **State Strategic Workforce Development Plan**
 - Local strategies to achieve state goals and objectives
- The State Board will also evaluate the Local Board for recertification and **“high-performance” certification**



Shared Strategy



3

Local Plan: Timeline

May 21-June 21, 2013	Local Plan made available for Public Comment.
June 26, 2013	WISF meeting, Local Plan approved by WISF, and submitted to Mayor Lee for approval.
July 1, 2013	Local Plan is submitted to State Board.
July-Sept., 2013	State Board reviews Local Plan and provides technical assistance.
October 1, 2013	State Board notifies Mayor Lee of approved Local Plan.



4

Mandatory Local Plan Components

Section I:	Vision
Section II:	Economic & Workforce Analysis
Section III:	Business Service Plan
Section IV:	Adult Strategies
Section V:	Youth Strategies
Section VI:	Administration
Section VII:	Memorandum of Understanding
Section VIII:	Local WIA Common Measure Performance Goals



5

Section I: Vision

***Meet the workforce needs of high-demand
sectors of the regional economy.***

Regional Partners:

- San Mateo County
- Santa Cruz County
- NOVA - seven northern Santa Clara County cities
- Work2future - San Jose and southern Santa Clara County



6

Strategic Plan: Goals

1

Sector

Improve responsiveness to demand industries & labor market dynamics.

2

Young Adult

Re-engage young adults disconnected from education system & work to achieve:

- academic credential,
- post-secondary education, or
- living wage employment.

3

Access

Increase access to workforce services for populations underserved by the workforce system.

4

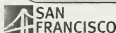
Business

- Improve quality of services for businesses.
- Promote hiring of SF jobseekers.

5

Policy

Streamline and align policy & administration across multiple funding sources.



7

Strategic Plan: Goals

6

Education

Strengthen policy & programmatic coordination with city's educational institutions, specifically SFUSD and CCSF.

7

Collaboration

Work collaboratively across City departments to implement effective workforce strategies tailored to the needs of targeted populations.

8

LMI

Labor Market Information

Equipped with the most current labor market analysis, meet the workforce needs of growth sectors within the local and regional economy.

9

Succession Planning

Support local succession planning efforts through targeted skill building programs aligned with job vacancy projections.



8

**SAN
FRANCISCO**

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Compound Annual Growth Rate (CAGR): The attached assumed gain of an existing group.



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FRANCISCO**

Regional Construction Industry 2008-2018



	Area	2008 Jobs	2018 Jobs	Change	% Change	2012 Average Earnings	2012 Companies
•	San Francisco	19,222	15,404	-3,818	-20%	\$97,190	1,528
	Region	79,648	69,243	-10,405	-13%	\$85,945	6,027

	Area	2012 Jobs	2018 Jobs	Change	% Change	2012 Average Earnings	2012 Companies
•	San Francisco	14,204	17,391	3,187	22%	\$97,190	1,528
	Region	62,308	74,311	12,003	19%	\$85,945	6,027

Source: ENR 2012 Class of Worker, CCEW



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Regional Health Care Industry 2008-2018



	Area	2008 Jobs	2018 Jobs	Change	% Change	2012 Average Earnings	2012 Companies
•	San Francisco	27,980	31,262	3,282	12%	\$87,478	2,072
	Region	109,509	125,178	15,669	14%	\$93,700	7,461

Source: ENR 2012 Class of Worker, CCEW



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Regional Hospitality Industry 2008-2018



	Area	2008 Jobs	2018 Jobs	Change	% Change	2018 Average Earnings	2018 Companies
*	San Francisco	78,878	94,546	15,668	19.9%	39,214	3,958
	Region	189,063	227,152	38,089	20.1%	33,111	10,109

Source: EMS 2018.2 Class of Worker, OCEW



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Regional ICT Industry (Information & Communications Technology) 2008-2018



	Area	2008 Jobs	2018 Jobs	Change	% Change	2018 Average Earnings	2018 Companies
	Region	141,278	197,292	56,014	40%	\$206,236	6,100
*	San Francisco	25,777	47,588	21,811	85%	\$178,832	1,722

Source: EMS 2018.2 Class of Worker, OCEW



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Section III: Business Service Plan

Integrate local business involvement with workforce initiatives, implement recommendations from sector subcommittees of the local board.



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Services to Local Businesses

Staffing Services	• Job posting • HireSF.org • Candidate referral • Applicant screening • Hiring Events
Growth Assistance	• Training/ On-the-Job Training/ Updated Skills Training • Tax Credit Information/ Referrals • Bonding programs • Employment Training Panel and Customized Training
Rapid Response & Outplacement Services	• Layoff Aversion ○ Early warning ○ Assessment ○ Rapid Response • Job Transition Assistance Services



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OEWD Workforce System Program Services

Target

San Francisco residents facing barriers to employment and/or affected by economic conditions

Service Areas

Assessment
Skills, Interests
and Readiness

Menu of
Services
Intensive Wrap
Around to Self-
Directed

Continuum of
Skills Building

Job Search,
Placement, and
Advancement
Assistance

Connection to
Worker
Supports



	Unemployed	Employed
High Barriers - TAY - Job seekers with skills lower than 6th grade - Re-entry/Re-alignment - Limited work skills and experience	Foundation Skills Training e.g. RAMP	Incumbent Worker Training e.g. Health Care/VESL
Low Barriers - Job seekers with recent connection to workforce - Job seekers with skills higher than 6th grade	Worker Ready Training e.g. Sector Academies	Advancement Training e.g. TechSF/IBM

Industry/Sector Focus and Alignment

Impact

New Skills Sets
Job Placement
Job Retention
Job Advancement
Self-Sufficiency

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Section IV: Adult Strategies

Increase the number of Californians who obtain a marketable and industry-recognized degree, with an emphasis on unemployed, underemployed, low-skilled, low-income, veterans, disabled individuals and other at-risk populations.



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Access Point Strategy

- Provide centralized access points for Workforce System resources.
- Coordinate services and outreach that meet neighborhood-specific and Citywide needs.
- Implement services and strategies in coordination with the broader Workforce System and industry/sector trends.
- Provide a menu of workforce services and WIA-mandated services to job seekers and employers.
- Four types of Access Points :
 1. Comprehensive "One Stop" Access Point
 2. Industry/Sector Access Point
 3. Neighborhood Network Access Point
 4. Young Adult WorkLink Access Point



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Sector Strategy

- Provide a comprehensive array of sector-based workforce services to job seekers and employers.
- **Sector Access Points** provide centralized resources and entry for each targeted industry, leveraging the services provided by the various Sector Academy partners.
- **Occupational Skills Training** curriculum will be customized to meet industry requirements and successfully prepare participants for industry certifications and sector occupations.
- **Sector Bridge Programs** prepare young adults with basic education and technical skills that are contextualized around a specific industry sector.



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Section V: Youth Strategies

Increase the number of high school students, with an emphasis on at-risk youth and those from low-income communities, who graduate prepared for post-secondary vocational training, further education, and/or a career.



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Youth Strategies

Policy Strategies

- Bridge to Success
- Transitional Aged Youth Task Force
- Youth Council
- WISF

Program Strategies

- CTE Partnership
- Young Adult WorkLink
- RAMP-SF
- Sector Bridge



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Section VI: Administration

Support system alignment, service integration and continuous improvement using data to support evidence-based policymaking.



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Administration Overview

Policies & procedures that outline how the WISF will:

- Establish the direction of workforce development in support of San Francisco's vision for economic competitiveness;
- Create strategic workforce connections between industry, business, labor, educational institutions, and community based organizations to serve the needs of workers and employers in the region;
- Provide job seekers with education and training needs to achieve self-sufficiency; and,
- Create a framework to merge public and private resources and expertise to create an integrated workforce development and business service system.



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Section VII: MOU

*Memorandum of Understanding (MOU) between
the Local Board and each of the mandated
partners concerning the operation of
the One Stop delivery system.*



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Section VIII: WIA Performance Goals

Local WIA Common Measure Performance Goals	
ADULT	
Entered Employment	72.0%
Employment Retention	80.0%
Average Six-Months Earnings	\$12,500
DISLOCATED WORKER	
Entered Employment	75.0%
Employment Retention	88.0%
Average Six-Months Earnings	\$16,500
YOUTH	
Placement in Employment or Education	47.0%
Attainment of a Degree or Certificate	40.0%
Literacy and Numeracy	35.0%



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Public Comment

Workforce Investment Community Advisory Committee (WiCAC)

- The plan contains robust data analysis and thoughtful consideration of target employment sectors with the highest potential for job growth as well as creation of programs that align with these target sectors.
- The "Local Innovation Engine" is a novel and interesting concept that seems to have potential in gaining and sustaining interest among tech industry leaders.
- The "Youth Strategies" outlined in the plan address education issues via workforce services and seem capable of better aligning workforce and education in San Francisco.
- The regional partnerships with Silicon Valley and San Mateo that are discussed are a huge step in the right direction and we look forward to collaborating with other areas that are part of our regional workforce system.



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Recommended Action

Approve the San Francisco Local Strategic Workforce Plan for 2013-2017 and grant OEWD authority to submit the plan on behalf of the WISF to the California Workforce Investment Board and Employment Development Department.



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OFFICE OF ECONOMIC AND WORKFORCE DEVELOPMENT
WORKFORCE DEVELOPMENT DIVISION
MEMORANDUM

TO: WISF BOARD MEMBERS

FROM: RHONDA SIMMONS, DIRECTOR OF WORKFORCE DEVELOPMENT

SUBJECT: RENEWAL OF MOU AMONG WIA PARTNERS AND WISF

DATE: 6/19/2013

CC:

Background

The Workforce Investment Act (Section 121 and Part 662 of the Workforce Investment Act Regulations - Description of the One-Stop System under Title I, Subpart C - Memorandum of Understanding for the One-Stop Delivery System), requires that each Local Workforce Investment Board (LWIB), with the agreement of the Chief Elected Official(s), must develop and enter into a memorandum of understanding (MOU) between the LWIB and the WIA – Mandated Partners.

Memorandum of Understanding

WIA Mandated Partners include:

Agency	WIA and Other State/Federal Program Areas
WISF – Office of Economic & Workforce Development	Administration, Title I
CA Employment Development Department	Wagner Peyser, Veterans E&T, UI, TAA
SF Human Services Agency	TANF/CalFresh E&T, Welfare to Work
City College of San Francisco	Adult and Postsecondary Vocational Education
CA Department of Rehabilitation	Vocational Rehabilitation
Family Service Agency of San Francisco	Title V – Senior Community Service Employment Program
San Francisco Housing Authority	HUD Employment & Training
Job Corps Northern Ca Outreach & Admissions	Job Corps
SF Unified School District	Title II - Education

The purpose of the MOU is to describe how the partners will collaborate on workforce service delivery, share resources, and refer customers across the various services. We are renewing our MOU for the next two program years (July 1, 2013 – June 30, 2015) and would like for you to review the draft **MOU among the WIA Partners and the Workforce Investment San Francisco Board (WISF)**.

Action Needed

We will be discussing this at the WISF meeting on June 26 and will ask for a motion to authorize the Office of Economic and Workforce Development to execute the MOU on behalf of the WISF.

**MEMORANDUM OF UNDERSTANDING
AMONG THE WIA PARTNERS AND
THE WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

I PARTIES TO MOU

The following are parties to this agreement, and the required programs under the Workforce Investment Act they represent:

Agency	Program Area
WISF – Office of Economic & Workforce Development	Administration, Title I
Employment Development Department	Wagner Peyser, Veterans E&T, UI, TAA
Human Services Agency	TANF/CalFresh E&T, Welfare to Work
City College of San Francisco	Adult and Postsecondary Vocational Education
Department of Rehabilitation	Vocational Rehabilitation
Family Service Agency	Title V – Senior Community Service Employment Program
San Francisco Housing Authority	HUD Employment & Training
Job Corps Northern Ca Outreach & Admissions	Job Corps
SF Unified School District	Title II - Education

II PURPOSE OF MOU

A. To define and reinforce (or establish) a relationship between the Workforce Investment San Francisco (WISF) Board and the WIA Mandated Partners as required by Section 121 of the Workforce Investment Act of 1998 (see attached listing hereinafter referred to as "Partners");

This agreement is entered into in a spirit of cooperation by the mandated partner agencies to describe how their various funding and institutional resources can be utilized to better serve mutual customers, both employers and job seekers, through an integrated system of service delivery operated in the City and County of San Francisco's Comprehensive Access Point (CAP), formerly known as One Stop Career Link Center. It is understood that the development and implementation of this System will require mutual trust and teamwork between the agencies, all working as partners to accomplish shared goals.

B. To define the roles and responsibilities of these Partners in the development of CAP delivery system that is:

1. Integrated - Offering as many employment, training, and education services as possible for employers and individuals seeking jobs or wishing to enhance their skills and affording universal access to the system overall;
2. Comprehensive - Offering a large array of useful information and easy access to needed services;

3. Customer Focused - Providing the means for customers to judge the quality of services and make informed choices; and
 4. Performance-based - Based on clear outcomes to be achieved; mutually negotiated outcomes and methods for measurements; and the means toward measuring and attaining customer satisfaction.
- C. To commit to participate in discussions of how resources can be shared and contributed to service delivery and operation of the CAP.

III STATEMENT OF ISSUE

As mandatory deliverers of CAP services, the Partners enter into a Memorandum of Understanding (MOU) with the WISF regarding their participation in service delivery through the CAP system.

Any questions about this MOU should be directed to Rhonda Simmons, Director of Workforce Development, Office of Economic and Workforce Development (OEWD).

IV TERMS AND CONDITIONS OF THE MOU

Partners will participate in discussion of how to best utilize resources in the operation of those CAP centers in which Partners may be collocated. Participation shall comply with all applicable statutes and regulations regarding such agreements. This MOU will be incorporated by reference in any such financial participation contracts between the Partners and the WISF and a copy of any financial participation contracts shall become an attachment to this MOU.

Partners agree to participate in a joint resource sharing process which results in the development of resource sharing agreements in accordance with WIA guidelines.

Partners agree to engage in planning, plan development, and modification activities to result in:

1. Continuous partnership building between all parties to this agreement;
2. Continuous partnership building and planning responsive to State requirements;
3. Response to specific local and economic conditions including employer needs;
4. Identifying common data collection and reporting, including needs for modification or change; and
5. Diligence in developing coordinated local leadership in Workforce development through:
 - Responsiveness to customer needs;

- Maintenance to system infrastructure
- Shared technology and information; and
- Performance management to measure the success of the CAP system overall and to enhance performance in the spirit of quality management and continuous improvement.

V SHARED RESOURCES

Resource sharing is the method through which WIA partner programs pay for, or fund, their equivalent share of costs. Parties agree to adhere to the following principles in sharing costs and resources related to the CAP workforce delivery system.

A. Fair Share Contribution

Any Partner that collocates within the CAP center shall contribute to financially support the cost of the Center's operations. All such costs must be allowable in accordance with WIA and of benefit to the grant.

Contributions may be provided on a cash or in-kind basis and include, but are limited to goods, services, personnel, and/or payment for space usage.

To ensure compliance with DOL guidelines and prior to accepting any financial contribution, the WISF must first identify the minimum fair share contribution for any potential collocated partner and then make a good faith effort to ensure that the contribution provided is equal to that amount. Costs may be allocated on the basis of the partners' full-time equivalent (FTE) personnel occupying the Center.

Partners agree to negotiate with the WISF in the spring of each year in preparation for the next program year. Program years shall be July 1 – June 30.

B. Calculating the Fair Share Contribution

Calculation of the fair share contribution shall be based on the *shared costs* of operating the CAP Center divided by the total number of full-time equivalencies.

Computation of the fair share contribution shall be calculated by multiplying the *shared costs* of operating the CAP Center by a fraction whose numerator is the number of Partner personnel generally operating from the Center and whose denominator is the total number of personnel generally making use of the Center.

Shared costs include but are not limited to: rent, utilities, security, telecommunications, supplies, and equipment. See below example:

EXAMPLE:

CAP Center shared costs:	\$400,000
Total Center FTEs	14
Expected cash contribution per collocated FTE	\$28,600
(Center Shared Costs) Total FTEs	

In this example, if a partner had two FTEs located at a Center, for example, the Partner's expected contribution would be $2 \times \$28,600 = \$57,200$.

While the CAP Center should always negotiate a cash contribution first, in-kind contributions are acceptable and may be calculated as in the following example:

EXAMPLE:

Number of staff to be collocated	$\frac{1}{2}$	<u>Notes:</u> Working Half Time
Collocated staff hourly rate incl. fringes	\$25	
# of hours to be collocated in program year	1040	1 FTE = 2080 hours
Financial value of collocated staff	\$26,000	\$25/hr x 1040 hours

In Kind Contributions

Under certain circumstances, Partners may provide third-party in-kind contributions as resources to pay for their fair share of the costs. In-kind contributions are discussed in the cost sharing or matching provisions of the Uniform Administrative Requirements codified at 29 CFR 97.24 and 95.23 and are defined as donation of goods, services, or volunteer time from a third party. They are not a cost to the receiving organization. They may be used only as resources to pay for the Partner agency's share of costs if their use is not prohibited by the agency's governing stature or regulations. Partner agencies must adhere to the requirements of 29 CFR 97.24 or 95.23.

A mechanism will be set up to track the contributions by Partners to the Center operations.

C. Documenting the Fair Share Contribution

CAP center resource sharing plan shall be captured annually through Resource Sharing Contributions Chart with actual costs sharing reported and reconciled at contract close out. Fair Share contributions shall be subject to audit. As such, supporting documentation shall be retained by the CAP center and made available by City and other WIA grant auditors. **A copy of this document will be attached to this MOU and identified as Attachment A.**

D. Failure to Share Cost

Failure of any collocated partner to make the minimum fair share contribution to the Center's operation shall be reported to the WISF and Chief Elected Official.

VI REFERRALS

A. Referrals of Customers within the CAP center

The Partners agree that an efficient and effective referral process is critical to quality customer service at the CAP center, and to achieve a seamless delivery system. The Partners agree to work together to implement a standard set of referral procedures for customer referral system-wide.

B. Referral Process Guiding Principles

- 1) Enable Effective Customer Referrals
 - a) Among all Partners
 - b) Among all affiliate CAP centers in the workforce area
 - c) Among the center, affiliates, and partner locations
 - d) Among the center, training providers, and community services
 - 2) Ensure Customer-Friendly Referral Process
 - 3) Ensure Efficient Referral Process
 - 4) Ensure Individual Follow-up
- C. Methods of Referral
- Referrals will be made via email, phone, fax, in person or using other technology systems depending on the nature of the referral and specific partners and programs involved.
- D. Tracking
- Referrals will be tracked by CAP staff using Workforce Central – OEWD’s data system or recurrently by staff from each partner program. A written report of all referrals will be exchanged on a quarterly basis among partners upon request.

VII EFFECTIVE DATES

This MOU shall become effective on July 1, 2013 and terminate on June 30, 2015, and will continue in effect until such time as it is revised, extended, or terminated as provided below.

This MOU is of no force or effect until signed by authorized representatives of the participating agencies, and until approved by the Chief Elected Official or designee. Individual signatories to this agreement may or may not be represented on the local WISF itself, at local discretion.

VIII REVISIONS AND MODIFICATIONS

This MOU may be revised or modified with the approval of both the WISF and the Partners. A request by one party for revisions or modifications to this MOU must be presented in writing to the other parties. Any modifications or revisions to the MOU must be in writing and signed by the authorized representatives on behalf of the Partners and the Chairperson of the WISF or his/her designee on behalf of the WISF.

IX EXTENSION POLICY

This MOU may be extended by written agreement between the WISF and the Partners, provided such agreement is signed by all entities prior to the termination date of this agreement, and contains the following:

1. A statement of intent to continue all provisions of the MOU;
2. Revised effective and termination dates; and

3. Dated signatures of the partners and the Chairperson of the WISF or his/her designee on behalf of the WISF.

X TERMINATION POLICY

Parties to this MOU may elect to terminate their participation in this MOU without cause by delivering a thirty (30) day written notice of intent to terminate to the other parties.

XI NON-DISCRIMINATION CLAUSE

- A. Parties to this MOU shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant, or applicant for employment due to gender, race, color, ancestry, religion, national origin, physical disability (including HIV and AIDS), mental disability, medical conditions, age (over 40), or marital status. Nor shall any partner or the WISF, deny family and medical care leave or pregnancy disability leave to employees entitled to such leave. Partners and WISF shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Partners shall comply with the provisions of Fair Employment and Housing Act (California Government Code Section 12900, et seq.) and related, applicable regulations promulgated thereunder (Title 2, California Code of Regulations Section 7285 et seq.). Code of Regulations Section 8103 et seq. are incorporated into this contract by reference and made a part hereof as if set forth in full. Partners shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining agreement or other such agreement.
- B. The WISF and Partners to the CAP System, will ensure that policies and procedures established by the WISF, including the programs and services provided by and through the CAP Center(s) are in compliance with the Americans with Disabilities Act of 1990 (ADA), which prohibits discrimination on the basis of disability, as well as applicable regulations and guidelines issued pursuant to the ADA.

XII LOCATION OF COMPREHENSIVE ACCESS POINT SITES

The WISF will establish a minimum of one physical location within the workforce investment area in which all Partners will provide services under their respective programs. Partners agree to provide onsite services at such location and access at any other satellite location deemed appropriate by OEWD. This location may be changed by OEWD during the term of this MOU, upon reasonable advance notice of such change to the Partners.

XIII CONFIDENTIALITY

- A. The WISF agrees that when any individual applies for, or receives services through the CAP Centers, that all information regarding such application for, or receipt of, services shall be confidential information subject to the provisions of 34 CFR Section 361.38 and Title 9 California Code of Regulations Sections 7140 – 7143.5.

B. The WISF will require the CAP Centers to develop and implement appropriate policies and procedures to assure that:

- (1) Any information contained in the records of the CAP Center or Partners, that identifies an individual as having applied for or received services including but not limited to application, eligibility and referral records, shall be maintained by the Partners in the strictest confidence, consistent with the regulations set forth above, and shall be used by the Partners solely for purposes directly related to determining eligibility or delivery of services to such individual;
- (2) Any information regarding any individual who has applied for or received services, including the fact that the individual is an applicant or client of the Partners, shall not be disclosed by Partner, a written authorization from the applicant or client, consistent with the regulations set forth above;

XIV ADMINISTRATIVE DISPUTE RESOLUTION

The Partners agree to communicate openly and directly to resolve any problems or disputes related to provision of services in a cooperative manner and at the lowest level of intervention possible.

In the event of a resolution impasse an attempt to resolve the impasse shall first be made between the parties involved in the disagreement. If the impasse cannot be resolved through those efforts, each party agrees to separately submit a written explanation to Director of Workforce Development (Director), Office of Economic Development describing the nature of the dispute, steps taken to resolve differences, and recommended solution(s) to the impasse. The Director will confer with the highest-ranking official of any other organization in dispute when attempting to resolve the impasse prior to submission to the Workforce Investment San Francisco. The Workforce Investment San Francisco is the final authority for resolution of any impasse.

XV INDEMNIFICATION

Each Partner shall defend, indemnify and hold harmless the WISF, its officers, employees and agents, including the One-Stop Operator, from and against any and all liability, loss, expense, or claims arising out of performance of this MOU, but only in proportion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of that Partner, its officers, agents or employees.

The WISF shall defend, indemnify and hold harmless Partners, its officers, employees and agents, from and against any and all liability, loss, expense, or claims arising out of performance of this MOU, but only in proportion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the WISF, its officers, agents or employees.

XVI SIGNATURES

In WITNESS THEREOF, the parties to this Memorandum of Understanding execute this agreement.

Dated: _____, 2013

BY: _____
(Signature of Authorized WIA Representative)
Office of Economic and Workforce
Development

(Address)

(City, State, Zip Code)

Dated: _____, 2013

BY: _____
(Signature of Authorized Administrator)
Department of Rehabilitation

(Address)

(City, State, Zip Code)

Dated: _____, 2013

BY: _____
(Signature of Authorized Officer of San Francisco
City College)
San Francisco City College

(Address)

(City, State, Zip Code)

Dated: _____, 2013

BY: _____
(Signature of Authorized San Francisco Unified
School District)
San Francisco Unified School District

(Address)

(City, State, Zip Code)

Dated: _____, 2013

BY: _____
(Signature of Authorized Officer of Family Services Agency)

Family Services Agency

(Address)

(City, State, Zip Code)

Dated: _____, 2013

BY: _____
(Signature of Authorized Administrator of EDD)

Employment Development Department

(Address)

(City, State, Zip Code)

Dated: _____, 2013

BY: _____
(Signature of Authorized Officer of HSA)

Human Services Agency

(Address)

(City, State, Zip Code)

Dated: _____, 2013

BY: _____
(Signature of Authorized Officer of Job Corps)

Job Corps Northern Ca Outreach &
Admissions

(Address)

(City, State, Zip Code)

Dated: _____, 2013

BY: _____
(Signature of Authorized Officer of Housing
Authority)

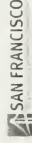
San Francisco Housing Authority

(Address)

(City, State, Zip Code)



Workforce Investment San Francisco
6/26/13



San Francisco Summer Jobs+

SFSJ+ is a partnership of:

- Mayor's Office + City Departments (DCYF + OEWD as lead partners)
- United Way of the Bay Area and its MatchBridge program
- San Francisco Unified School District + Career and Technical Education
- CBO partners – Youth Employment Coalition

Call to Action

Summer 2012 Launch:

- Obama Administration Call To Action
- Mayor Lee's challenge to city departments and private sector
- Summer 2012 Goal: 5000 training and employment opportunities for youth ages 14-24
- Over 25 city departments provided opportunities
- 86 private sector employers
- 35 CBO's trained, referred and supported youth

5204 WORK OPPORTUNITIES



5204 TOTAL WORK OPPORTUNITIES

5466 PUBLIC SECTOR 1738 PRIVATE SECTOR

CITY FUNDED TRAINING AND JOB
EMPLOYMENT OPPORTUNITIES

PARTNER
EMPLOYERS

INTERVIEWING EXTENDED BEYOND SUMMER

CITE DEPT AT STUDY (142)

AFFILIATE EMPLOYERS & PROGRAMS

RACE/ETHNICITY

MULTI-RACIAL 5%

AFRICAN AMERICAN/
BLACK 31%

ASIAN 31%

LATINO 18%

UNKNOWN 6%

OTHER 3%

PACIFIC ISLANDER 3%

WHITE/CAUCASIAN 5%

PRIVATE SECTOR: SUMMER VS. PERMANENT

23% PERMANENT JOB

51% TEMPORARY JOB
ON INTERNSHIP

8% UNKNOWN

AGES (DEMOGRAPHICS BASED ON AVAILABLE DATA)

16% UNKNOWN

62%

14-18 YRS OF AGE

15%

19-21 YRS OF AGE

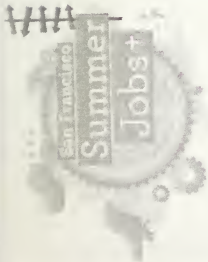
7% 22-24 YRS OF AGE

INCOME

21% UNKNOWN

8% NOT LOW <3K

71% LOW <30K



SF Summer Jobs+ 2013

Building off of the success of 2012:

- Mayor Lee's Challenge: 6,000 jobs and training opportunities for youth 14-24
- Greater outreach to employers
- Mayor's Job Challenge – April 30
- A new online system to access job opportunities
- "Doorways" – neighborhood based organizations to assist youth in accessing SFSJ+
- Youth Resource Fair – May 11

Employer Challenge 2013

City Hall, April 30th

- Private Jobs Pledged: 569
- Public Jobs Pledged: 248
- Total: 817
- Total private funds pledged: \$356,000



Youth Resource Fair 2013

Moscone Center, May 11th

- Youth in attendance: 807
- Volunteers: 167
- CBO and Employer Tables: 24
- Youth screened for work-readiness: 700 (approx.)



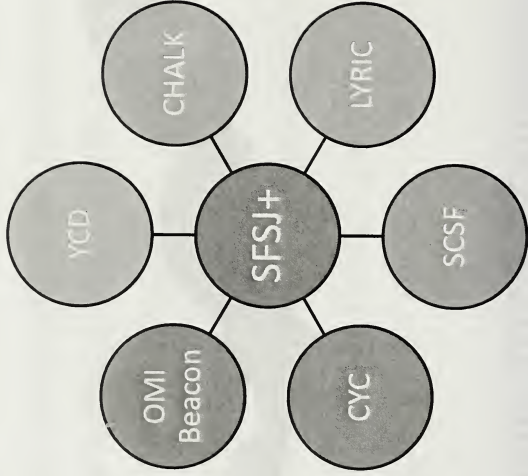
SF Summer Jobs+ Online

- Now live @ www.sfsummerjobs.org for youth, employers and CBO partners
- Applicant Tracking System technology similar to those used in HR
- Robust data management, process tracking with employers
- Simple application process for youth and employers

The 2013 Doorways

- Doorways:
 - Serve as access points for SF Summer Jobs+
 - Screen youth for work-readiness
 - Provide support and referrals to those who are not work-ready
 - Provide regular workshops and other supports to youth over the summer
 - Help work-ready youth with job applications

The 2013 Doorways



Summer Jobs+ 2013 Update

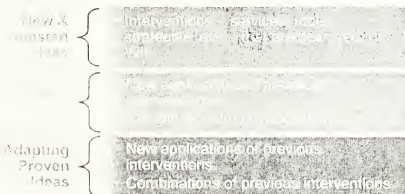
- Youth Engagement
 - Over 2700 youth have registered
 - Submitted almost 6000 applications
- Employer Engagement
 - 66 employers are currently engaged and working with United Way
 - Over 40 postings/450 jobs currently available through the system
- Public Sector Opportunities
 - Over 3000 youth currently working or in training
 - Additional program expansion beginning July 1
- What's needed?
 - More engaged employers and job postings

For more information: Visit www.sfsummerjobs.org or contact Matt Poland at mpoland@uwba.org or (415) 808-4313

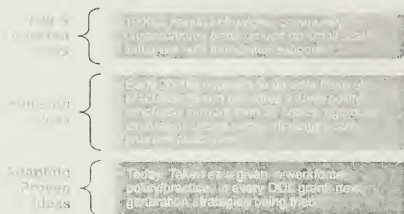


What is Innovation?

According to the Department of Labor, innovation is:



Sector Strategy: A History of Innovation



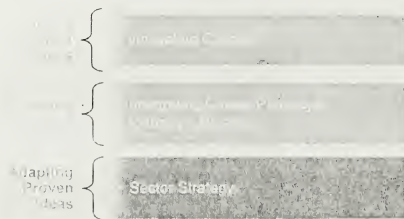
Sector strategies are partnerships of employers within one industry that bring government, education, training, economic development, labor, and community organizations together to focus on the workforce needs of an industry within a regional labor market.



Building Tomorrow's Workforce Today

3

Sector Strategy: Next Generation



As sector strategies come of age, there are opportunities for new innovations and expansion.



Building Tomorrow's Workforce Today

4

Department of Labor WIF Goals:

1. Deliver services more efficiently and achieve better outcomes, particularly for vulnerable populations.
2. Support both system reforms and innovations that facilitate cooperation across programs and funding streams.
3. Ensure that education, employment, and training services are developed in partnership with specific employers or industry sectors and reflect current and future skill needs.
4. Emphasize building knowledge about effective practices through rigorous evaluation and translating "lessons learned" into improved labor market outcomes, the ability to bring such practices to scale in other geographic locations and increased cost efficiency in the broader workforce system.



5

Overview of WIF Grantees:

26 Grantees ~ 5 in California

Awards ranged from 1.4 to 12 million for 3 years, July 2012-June 2015.

California Grantees:

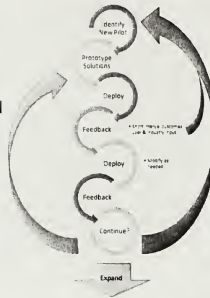
- **Sector Strategy & Employer Engagement**
 - Orange County is partnering with employers on training for ICT jobs.
 - San Francisco is working with the ICT sector to pilot new innovations, and offer training.
- **Youth**
 - Los Angeles County is aligning multiple youth-serving programs, initiatives, services, and resources in the LA area.
 - Riverside County is a collaboration between three counties in SoCal to serve youth.
- **Low English Proficiency (LEP)**
 - San Mateo County and Silicon Valley ALLIES are creating a coordinated strategy across San Mateo and Santa Clara counties for ESL for adults.



6

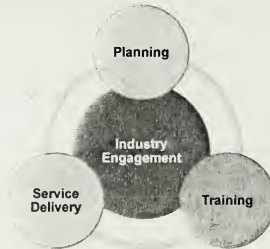
WIF Rapid Prototyping

- Series of small-scale experiments.
- Getting ideas implemented faster, on a smaller scale, and in partnership with industry.
- We are not setting out to change the world, but to try things... and learn from mistakes.



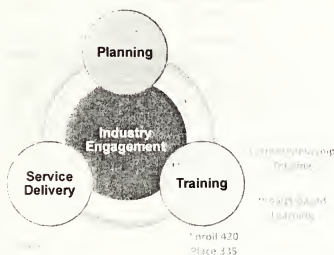
7

Workforce Innovation in San Francisco



8

Workforce Innovation in San Francisco



9

WIF Evaluation

By focusing on change at both the **service delivery and the systems levels**, and by requiring rigorous evaluation of each investment, ETA seeks to ensure that these investments form the basis for **broader change** and **continuous improvement** in the operation of the public workforce system. By adding new value for our customers, ETA seeks to **contribute to the identification and documentation of evidence-based practice** within the field of workforce development.



10

Service Delivery Innovation:

txt 2 wrk



San Francisco Department of Public Works

11



SMS Job Applications

SMS ~ Short Message Service ~ Text Messaging

How We Began



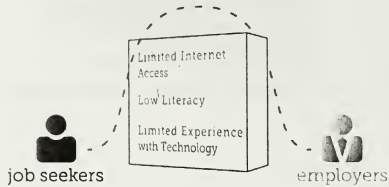
CODE *for*
AMERICA

A Single-day hackathon where teams of strangers unite around an idea and present a solution to “deliver personalized, actionable information to people that are least likely to be online.”

www.txt2wks.net

Barriers to Entry

Job seekers may be qualified for work, but face additional barriers to entry



3

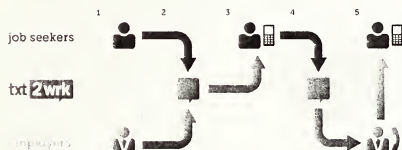
www.hcl2work.net

SMS Job Offers



User Flow

1. Input Information
2. Match People
3. Notify Job Seeker
4. Send Application to Employer
5. Employer Contacts Job Seeker



www.txt2wrk.net

txt2wrk
connecting job seekers and employers

I'm seeking work

- 1 Receive text messages when new jobs are posted
- 2 Listen to job descriptions over the phone
- 3 Apply for jobs immediately whenever you are

I'm hiring

- 1 Upload text to job seekers anywhere anytime instantly
- 2 Get access to a larger pool of applicants
- 3 Receive notifications faster and find the help you need right away

I'm a social worker

- 1 Monitor employment statistics for individuals and aggregate
- 2 Customize the app to meet your organization's unique needs
- 3 Integrate with your existing app or information workflow

Looking for a job?

Enter your mobile number to start:

After submitting your mobile number, you will receive a text message from txt2wrk. When you confirm the text message, you will receive a PIN for logging into txt2wrk.net.

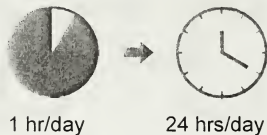
Employer?

Sign up here to find candidates

www.txt2wrk.net

Benefits for Job Seekers

- Search for work 24 hours/day
- Instant application process
- Jobs matched to your skill set
- Overcomes literacy and technology barriers



www.btl2work.net

Benefits for Job Placement Agencies

- Reduce unnecessary office visits
- Track retention rates
- Generate metrics to show efficacy



www.btl2work.net

Txt2wrk Roadmap

Pilot

- Work with a CBO to understand workflow

- Develop txt2wrk solution for existing or new CBO workflow

- Integrate txt2wrk solution into CBO workflow

- Evaluate performance of txt2wrk and identify adjustments or additional features

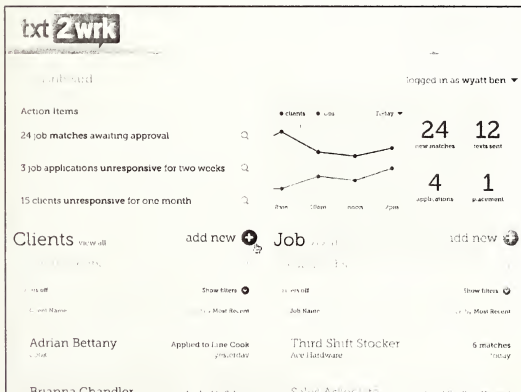
Version 2

- Synthesize learnings from pilot and update design based on feedback

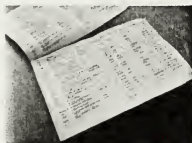
- Prove out the model at increased scale

- Explore features for long term job seeker data gathering and collecting additional performance measures

www.txt2wrk.net



Learning from the community



www.tst2work.net

Pilot with San Francisco

Discovery	Integration	Launch	Evaluation	Optimize	Launch 2.0	Evaluation 2
4 weeks	6-8 weeks	2 weeks	5 weeks	2-4 weeks	1 week	5 weeks
Kickoff • Meet with CEO/COO • Meet with key stakeholders • Define project goals • Define project scope Research • Conduct user research • Conduct market research • Conduct competitive analysis • Conduct financial analysis • Conduct legal analysis • Conduct risk analysis	Integration Assessment • Assess current state • Assess future state • Assess integration Product Development • Develop product design • Develop product architecture • Develop product development • Develop product testing • Develop product deployment	Training and Launch • Train users • Launch product • Monitor product performance • Collect user feedback • Address user concerns	Support Research • Conduct user research • Conduct market research • Conduct competitive analysis • Conduct financial analysis • Conduct legal analysis • Conduct risk analysis	Review Evaluation • Review product performance • Review user feedback • Review market research • Review competitive analysis • Review financial analysis • Review legal analysis • Review risk analysis	Training and Launch • Train users • Launch product • Monitor product performance • Collect user feedback • Address user concerns	Support Research • Conduct user research • Conduct market research • Conduct competitive analysis • Conduct financial analysis • Conduct legal analysis • Conduct risk analysis

www.tst2work.net



more information at
www.txt2wrk.net

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The

June 26, 2013

Meeting Of The

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

GOVERNMENT
DOCUMENTS DEPT

OCT - 3 2013

SAN FRANCISCO
PUBLIC LIBRARY

WISF Members Present

Celeste Alleyne, Microsoft
Tiffany Apczynski, Zendesk
Bill Barnes (for Naomi Kelly), Office of the
City Administrator
Rob Black, WISF Board Chair, Golden Gate
Restaurant Association
Julina Bonilla, Job Corps of Northern CA,
Outreach and Admissions
Micki Callahan, Department of Human
Resources
Malia Cohen, San Francisco Board of
Supervisors
David De La Torre (for Ramon Hernandez),
Laborers Local 261
Ximena Delgado, Bank of America
Peter Dudley, Wells Fargo
Juliet Ellis, San Francisco Public Utilities
Commission
Jeff Faselow, CBS Interactive
Paul Giusti, Recology
Jennifer Hermann, University of California,
San Francisco
David Johnson, Plasterers and Cement
Masons Local 300
Sylvia Kwan, Kwan/Henmi Architecture
Charley Lavery, Operating Engineers Local 3

Tony Lugo (for Trent Rhorer), Human
Services Agency
Rebecca Miller, SEIU-United Healthcare
West
Barbara Morrisette, St. Francis Memorial
Hospital
Brian Morton, Webcor Builders
Roxanne Murray, Family Service Agency
Bob Nibbi, Nibbi Construction
Kelly Powers (for Kevin Carroll), Hotel
Council
Sam Rodriguez, KSR Strategy Group
Toni Rucker, Department of Public Health
Ruben Santana, Rubicon Construction
Rodrigo Santos, Santos & Urrutia
Barbara Smith, San Francisco Housing
Authority
Ontario Smith, PG&E
Jorge Tapia, Employee Development
Department
Stephanie Troxel (for Leslie Lerude),
Kimpton Hotels
Damian Wisniewski, LinkedIn

WISF Members Absent

Rudee Bagsby, Lowe's
Brenda Barnes, Autodesk
Jeanine Cotter, Luminalt
Tim Donovan, IBEW Local 6
Diane Easterwood, Kaiser Permanente
Ted Egan, Controller's Office
Manuel Flores, Carpenters Local 22
Ebony Frelix, Salesforce
Kent Lim, Kent Lim & Co.

Andrew Lindsay, Jawbone
Lorne Needle, Youth Council Chair, United
Way of the Bay Area
Tom Quigley, Riverbed
Darlene Rutkowski, Department of
Rehabilitation
Kelley Shihadeh, Starbucks
Egon Terplan, SPUR
Ken Weber, Zynga.org

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Specialist
Lupine Seran, Workforce Innovation
Project Manager
Rhonda Simmons, Director of Workforce
Development
David Taylor, Workforce Specialist

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(As Evidenced by the
Sign-In Sheet)

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[illegible] Medina, MEDA
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Abby Snay, JVS
Anthony Urbina, Sheet Metal Workers 104
Mary Voelbel, Upwardly Global
Ted Walter, Budget and Legislative
Analyst's Office
Charles Young, CGI Federal
Vincent [illegible]

Roll Call

Rob Black, WISF Chair, called the meeting to order at 9:05 A.M. He invited WISF members to introduce themselves.

**Adoption of the
Agenda**
(Action Item)

On motion, seconded and carried, the agenda was unanimously adopted.

**Approval of Minutes
from March 27, 2013**
(Action Item)

On motion, seconded and carried, the minutes of the March 27, 2013 WISF meeting were unanimously approved.

Director's Report

**a. Programs/Sectors
Updates**

Rhonda Simmons provided an update on the procurement process for OEWD Request for Proposals 113. She noted that, while San Francisco's unemployment rate is low and the market is improving, there are still significant challenges to serving individuals that remain unemployed and underemployed.

**b. RFP Awards/Granting
Process**

(Discussion Item)

Ms. Simmons invited WISF members to an upcoming Provider Information Session and Resource Fair, which will take place August 2, 2013 at the 1 South Van Ness 2nd Floor Atrium. She also noted that OEWD's Business Services unit recently convened two hiring events for America's Cup, and that the two events yielded over 130 job placements for short-term and temporary positions.

Finally, Ms. Simmons announced that the First Source policy is being looked at by the Mayor's Office and the Board of Supervisors to potentially expand its criteria to bolster end-use, non-construction job placements.

Pat Mulligan provided a brief update on the Local Hiring Ordinance, noting that construction projects have doubled in San Francisco over the past two years and that they are projected to double again in the next two years.

Discussion followed.

Ms. Simmons acknowledged Jennifer Hermann for her leadership on the WISF Health Care Subcommittee and announced that Toni Rucker would take over as the Subcommittee chair moving forward.

Rob Black provided an update on the Hospitality Initiative Employer Roundtable convened by OEWD in May.

**Presentation on San
Francisco Local Area
Plan**

(Action Item)

Rhonda Simmons provided background on the local labor market, including major industries found in neighboring cities and counties.

Emylene Aspilla presented on the strategic goals outlined in the Local Area Plan, emphasizing a shift toward a regional sector approach. She highlighted collaborative work with educational institutions and City departments toward the goal of aligning resources and streamlining training efforts, a continued focus on employer engagement, and deeper analysis around succession planning. Ms. Aspilla also highlighted priority sectors in the region, reinforcing that the current priority sectors continue to project job growth. Finally, Ms. Aspilla reviewed the WIA performance goals for 2013-2017 and shared the public comment offered by the Workforce Investment Community Advisory Committee (WiCAC).

Rob Black called for questions from the Board. Discussion followed.

Mr. Black called for Public Comment on this item. Hearing none, Mr. Black called for a motion to approve the Local Area Plan.

On motion, seconded and carried, the Local Area Plan was unanimously approved.

**MOU between WIA
Partners/WISF**

Rob Black announced that the new 2013-14 Memorandum of Understanding between the WISF and all mandated partners required approval by the Board.

(Action Item)

Discussion followed.

Bill Barnes asked which of the MOU partners were new. Emylene Aspilla responded that Family Service Agency and Job Corps are the new partners. Rhonda Simmons added that MOU partners are generally agencies that receive some level of federal funding.

Julina Bonilla noted that members that represent mandated partner agencies should remove themselves from the room and recuse themselves from voting to avoid a possible conflict of interest.

Mr. Black called for a motion to recuse mandated partners from the vote. On motion, seconded and carried, the following mandated partners were recused:

- Julina Bonilla, Job Corps of Northern CA, Outreach & Admissions
- Roxanne Murray, Family Service Agency
- Jorge Tapia, Employment Development Department
- Tony Lugo, Human Services Agency
- Barbara Smith, San Francisco Housing Authority

Mr. Black called for public comment on the MOU. Hearing none, Mr. Black called for further discussion from the Board. Hearing none, Mr. Black called for a motion to approve the MOU.

On motion, seconded and carried, the MOU was unanimously approved.

Yea = 27 Nay = 0 Abstentions = 5

**Update: Summer
Jobs+ 2013 Planning
(Discussion Item)**

Glenn Eagleson, DCYF, presented an update on the Summer Jobs+ 2013 planning, including highlights from the launch events, updates on pledge numbers, and improvements to the online tracking system since the prior year's program.

Discussion followed.

**Workforce Innovation
Fund Update: Txt2Wrk
Demo
(Discussion Item)**

This item was tabled for a future meeting due to time constraints.

**Public Comment
(Discussion Item)**

Rob Black called for general public comment.

Abby Snay, JVS and the San Francisco Workforce Coalition, commented that there are not enough resources in the system to close the skills gap. She noted that the Coalition is advocating through the Board of Supervisors to invest an additional \$1.2 million in the workforce system and asked that WISF members lend their support.

John Knox, JPD, asked how long the process takes for youth to get a summer job (through Summer Jobs+) and how to retroactively count referrals to doorway organizations. Mr. Black responded that he should address these questions offline, directly with Glenn Eagleson.

Adjournment
(Action Item)

Rob Black adjourned the meeting at 10:56 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

60-30-13 AUG 16 REVD

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

GOVERNMENT
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SEP 30 2013

SAN FRANCISCO
PUBLIC LIBRARY

Date: Wednesday, October 2, 2013
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5th Floor San Francisco, CA 94103 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

AGENDA APPEARS ON PAGE 3

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163
E-mail: sotf@sfgov.org

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RINGING AND USE OF CELL PHONES

The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

LOBBYING ACTIVITY

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website: <http://www.sfgov.org/ethics>

Issued: Friday, September 27, 2013

ACCESSIBLE MEETING POLICY

1. The meeting will be held at the Hotel Whitcomb, Grand Ballroom, 1231 Market Street (between 8th and 9th Streets) San Francisco, CA 94103. The room is wheelchair accessible and has accessible seating for persons with disabilities and those using wheelchairs.
2. The closest accessible BART station is Civic Center. Accessible MUNI lines serving this location are: #14/14L Mission, #19 Polk St, #71 Haight/Noriega, #5 Fulton, #21 Hayes, # 6 Parnassus, #9/9L San Bruno, the F Line to Market and 9th Street and any line serving the Metro Stations at Civic Center. For more information about MUNI accessible services, call 415-673-6142.
3. There is limited onsite parking available at Hotel Whitcomb, and rates vary by day. If you require parking for this event, please call the Hotel Whitcomb Catering department at 415-487-4439 at least 72 hours in advance.
4. Requests for language interpreters at a meeting must be received at least 72 hours in advance of the meeting to help ensure availability.
5. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
6.  Assistive listening devices are available. Agendas are available in large print. Materials in alternative formats, ASL interpreters, real-time captioning and other accommodations will be made available upon request. Please make your request for alternative format or other accommodations, to Marissa Bloom at 415-701-4848 or via e-mail at workforce.development@sfgov.org. Providing at least 72 hours' notice prior to the meeting will help to ensure availability.

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

WEDNESDAY OCTOBER 2, 2013
9:00 – 11:00 AM
HOTEL WHITCOMB
1231 MARKET STREET
SAN FRANCISCO, CA 94103

1. Adoption of the Agenda * (<i>Action Item</i>)
2. Approval of Minutes from June 26, 2013 * (<i>Action Item</i>)
3. Director's Report (<i>Discussion Item</i>) a. Programs/Sectors Update b. RFP
4. Update: Summer Jobs+ 2013 Planning (<i>Discussion Item</i>)
5. Workforce Innovation Fund Update—Txt2Wrk Demo (<i>Discussion Item</i>)
6. Public Comment (<i>Discussion Item</i>)
7. Adjournment (<i>Action Item</i>)

Please Note: Public Comment will be taken throughout the meeting.

KEY:

***Materials Included:**

-Draft minutes from June 26, 2013 meeting

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
October 2, 2013
Meeting Of The

Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Celeste Alleyne, Microsoft
Rudee Bagsby, Lowe's
Brenda Barnes, Autodesk
Rob Black, WISF Board Chair, Golden Gate
Restaurant Association
Julina Bonilla, Job Corps of Northern CA,
Outreach and Admissions
Donna Kotake (for Micki Callahan),
Department of Human Resources
Malia Cohen, San Francisco Board of
Supervisors
August Goers (for Jeanine Cotter), Luminalt
David De La Torre (for Ramon Hernandez),
Laborers Local 261
Katy Johnson (for Peter Dudley), Wells Fargo
Tim Donovan, IBEW Local 6
Diane Easterwood, Kaiser Permanente
Jay Liao (for Ted Egan), Controller's Office
Kay Fernandez (for Juliet Ellis), San
Francisco Public Utilities Commission
Manuel Flores, Carpenters Local 22
Ebony Frelix, Salesforce
Patricia Aleman (for Paul Giusti), Recology
Saba Mirza (for Jennifer Hermann),
University of California, San Francisco

David Johnson, Plasterers and Cement
Masons Local 300
Sylvia Kwan, Kwan/Henmi Architecture
Charley Lavery, Operating Engineers Local 3
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Steve Arcelona (for Trent Rhorer), Human
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Lorne Needle, Youth Council Chair, United
Way of the Bay Area
Bob Nibbi, Nibbi Construction
Kelly Powers (for Kevin Carroll), Hotel
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Rodrigo Santos, Santos & Urrutia
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Kelley Shihadeh, Starbucks
Damian Wisniewski, LinkedIn

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Tiffany Apczynski, Zendesk
Ximena Delgado, Bank of America
Jeff Fanselow, CBS Interactive
Naomi Kelly, Office of the City Administrator
Kent Lim, Kent Lim & Co.
Barbara Morrisette, St. Francis Memorial
Hospital

Leslie Lerude, Kimpton Hotels
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12/13

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Information Division
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Dario Loeb, YCD

Roger Ly, Txt2Wrk
Phyllis McGuire, CCSF
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Analyst's Office
Charles Young, CGI Federal
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Roll Call

Rob Black, WISF Chair, called the meeting to order at 9:05 A.M. He invited WISF members to introduce themselves.

**Adoption of the
Agenda**
(Action Item)

On motion, seconded and carried, the agenda was unanimously adopted.

**Approval of Minutes
from June 26, 2013**
(Action Item)

On motion, seconded and carried, the minutes of the June 26, 2013 WISF meeting were unanimously approved.

Director's Report

a. Programs/Sectors Updates

Rhonda Simmons, Director of Workforce Development, requested that Mr. Black allow Ted Egan and Jay Liao of the San Francisco Controller's Office, to present the Economic Update. The chair accepted the request to allow Mr. Egan and Mr. Liao to present the San Francisco Economic Update.

b. RFP 115

(Discussion Item)

Mr. Liao presented on San Francisco's falling unemployment rate and the recovery of private sector employment since the "Great Recession." Mr. Liao presented that the growth in major economic sectors in San Francisco was outpacing growth in all other counties in the state. He noted that 25% of local jobs added over the last year came from the tech sector; in fact San Francisco added nearly twice as many tech jobs as Santa Clara County.

An impact of the fast-paced growth is that San Francisco housing is currently the highest priced and among the fastest appreciating in the United States. Mr. Liao reported that wages in most sectors of the economy are growing slower than rent, with rent control helping to somewhat moderate the impact.

Although current stock prices do not suggest that there is a tech bubble at this point there are some causes for concern in the local economy. Some local tech companies have price-to-earnings ratios that are reminiscent of the dot-com bubble. If this becomes a broader trend in technology then it would be a clear sign of a bubble.

Discussion followed.

Ms. Simmons presented on the impact of the federal government shut down on workforce funding. The Workforce Division receives between \$11-13 million in federal grants which have already been obligated so the programs that are funded by these grants will not be affected. However, the Department of Labor has 82% of their staff on furlough due to the shutdown which means that technical assistance on current grants is unavailable.

Additionally, the federal allocation of Workforce Investment Act Adult and Dislocated Worker funds are impacted as they are issued in allotments. The second allotment was due the week of October 1st through the state. .

The Workforce Division has already received the annual Community Development Block Grant (CDBG) allotment through Housing and Urban Development (HUD), 96% of HUD staff have been furloughed.

Discussion followed.

Ms. Simmons reported that OEWD received an addition \$1.3 Million dollars through the City budget process. The additional dollars will focus on public housing residents and the ex-offender population. OEWD expects to release a request for proposals (RFP) later in the Fall with awards made in January and contracts to carry over into the next program year.

Ms. Simmons presented data on workforce programs for program year 2012-13, which provided an overview of the enrollments, completions, placements and average wages for each of the Sector Programs: CityBuild, HealthCare, Hospitality and TechSF.

Pat Mulligan, CityBuild Director, presented on monitored projects including some new projects that were previously overseen by the former Redevelopment Agency.

Ms. Simmons reported that the Hospitality industry, which includes culinary, hotels and retail, has high turnover but that the skillsets are transferrable. Starting wages may be low but can lead to long-term retention. OEWD has hosted focus groups with Hospitality employers to determine employer needs.

Ms. Simmons presented that TechSF has a completion ceremony scheduled later this year for the first cohort. Ms. Simmons noted that hiring in the tech sector is often non-traditional. In order to address this tech employers have been engaged through the TechSF Industry sub-committee in order to learn more about the hiring trends from employers in this sector. Additionally, an employer breakfast is scheduled for October 3rd, which will be structured as a focus group so that TechSF can better respond to employer needs.

Ms. Simmons reported out on Access Points, formerly known as One Stops, which provide a lighter touch of employment services.

Discussion followed.

**Update: Summer
Jobs+ Planning**
(Discussion Item)

Glenn Eagleson, Department of Children, Youth and their Families, and Matt Poland, United Way of the Bay Area, presented preliminary results from the 2013 Summer Jobs+ initiative. New facets of the initiative included a proposal to rebrand the initiative to "Youth Jobs+," utilizing a new online applicant and employer matching system, and the introduction of nonprofit "Doorway Organizations" that were identified to assist young people with navigating the system and mitigating barriers to employment.

Mr. Poland reported that the total job and opportunity (internship, job shadow, training, etc) placements for 2013 included more than 2,000 private sector placements and more than 4,200 public sector placements.

Discussion followed.

**Workforce Innovation
Fund Update: Txt2Wrk
Demo**
(Discussion Item)

Due to time constraints, the Workforce Innovation Fund/Txt2Wrk update was tabled until the next meeting. Monique Woodard from the Mayor's Office of Civic Innovation was invited to provide an update on San Francisco Innovation Month.

Ms. Woodard announced that October marks the 2nd annual Innovation Month, and that several events have been scheduled throughout the month to celebrate San Francisco innovation. Ms. Woodard also stated that the City's goal this year was to expand the definition of "innovation" beyond technology to include food culture, the arts, and workforce innovation.

This year, the workforce innovation team has collaborated with the Mayor's Office of Civic Engagement to establish an Innovation Council, a body of thought leaders who will provide insight into topics that affect San Francisco's workforce. The Council will meet for the first time this month as part of Innovation Month. Ms. Woodard also announced that the Mayor would participate in the first of a series of Innovation Roundtables, and that the

initial Roundtable would focus on the local Maker Movement and San Francisco's manufacturing industry.

Discussion followed.

Public Comment
(Discussion Item)

Rob Black called for general public comment.

Terri Feeley commented that, while she understands that final data is still forthcoming on Summer Jobs+, she would like to see a distinction between the different types of opportunities and encouraged everyone to think about how youth can transition from one type of opportunity to another.

Adjournment
(Action Item)

Rob Black adjourned the meeting at 10:56 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, December 11, 2013

Time: 9:00AM – 11:00AM

Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

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AGENDA APPEARS ON PAGE 3

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E-mail: sotf@sfgov.org

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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Minutes Of The
December 11, 2013

Meeting Of The

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Celeste Alleyne, Microsoft
Tiffany Apczynski, Zendesk
Bill Barnes (for Naomi Kelly), Office of the
City Administrator
Rob Black, WISF Board Chair, PG&E
Julina Bonilla, Job Corps of Northern CA,
Outreach and Admissions
Kevin Carroll, Hotel Council of San Francisco
Malia Cohen, San Francisco Board of
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Jeanine Cotter, Luminalt
Ximena Delgado, Bank of America
Tim Donovan, IBEW Local 6
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Renee Willette (for Juliet Ellis), San Francisco
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Saba Mirza (for Jennifer Hermann),
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Judith Martinez, Administrative Aide
Pat Mulligan, CityBuild Director
May Ng, Business Services Specialist

Randy Quezada, Community Partnerships
Project Manager
Lowell Rice, Business Services Specialist
Lupine Seran, Workforce Innovation
Project Manager
Rhonda Simmons, Director of Workforce
Development

**Public
(As Evidenced by the
Sign-In Sheet)**

Michael Blecker, Swords to Plowshares
Kim Coulthurst, Pathways Consultants
Natalie Hopner, Mission Language and
Vocational School
Ted Hug, Webcor
Ruth Kavanagh, Employment Development
Department, Labor Market Information
Division
Megan Kenny, Goodwill Industries
Josh Lachs, Goodwill Industries
Daniel Michael, Thrive-Ability
Christina Olague, Arriba Juntos

Linda Palmquist, Employment
Development Department, Workforce
Services Branch
Chris Reyes, Goodwill Industries
Alex Tam, txt2wrk
Graham Thomas, Jewish Vocational Service
Beth Urfer, Jewish Vocational Service
Lily Wong, Coleman Advocates
Winnie Yu, Self-Help for the Elderly
Sharon Zimmern, San Francisco Unified
School District

Roll Call

Rob Black, WISF Chair, called the meeting to order at 9:11 A.M. He invited WISF members to introduce themselves.

**Adoption of the
Agenda
(Action Item)**

On motion, seconded and carried, the agenda was unanimously adopted.

**Approval of Minutes
from October 2, 2013
(Action Item)**

On motion, seconded and carried, the minutes of the October 2, 2013 WISF meeting were unanimously approved.

**Director's Report
a. Programs/Sectors
Updates**

Rhonda Simmons, Director of Workforce Development, shared that, while unemployment remains low in San Francisco, the challenge continues around how to address the needs of the remaining 30,000 unemployed residents.

b. RFP

(Discussion Item)

Ms. Simmons congratulated Rob Black on his new position with PG&E, and invited him to say more about the position. Mr. Black shared that, as Senior Director for Community Relations, he will be focused on PG&E's corporate investment in the community, with particular emphasis on vocational education.

Ms. Simmons shared that OEWD received \$1.5 million in add back funding and is procuring services, in partnership with the Human Services Agency and the Department of Public Health, that will focus on skills upgrades and barrier removal for public housing residents and ex-offenders.

Hospitality

Ms. Simmons shared that hospitality continues to be a strong sector and that San

San Francisco's nightlife industry is expanding job opportunities within the sector. Ms. Simmons shared highlights from the November Hospitality Initiative Student Showcase at City College's Chinatown campus.

TechSF

Ms. Simmons shared that the first TechSF graduation will take place in early 2014. She also highlighted a new partnership with Microsoft to expand digital literacy services at San Francisco's Access Points.

Ms. Simmons underscored the integral role that City College plays in each of the sector training programs and shared that OEWD is working to support efforts to keep the College afloat.

Local Plan

Ms. Simmons announced that San Francisco is still working on achieving high performing status with the State Workforce Investment Board. She noted that WIA Youth performance continues to be an issue, particularly around literacy and numeracy skills attainment.

Discussion followed.

Ms. Simmons welcomed Pat Mulligan to present on the state of the construction sector.

Construction Update

Pat Mulligan, CityBuild Director, presented on active and upcoming construction projects throughout the City. Highlights included:

The Current Construction Pipeline in San Francisco

- Significant public projects include the new building at SF General Hospital, a new Public Safety building, seismic retrofit and improvements to the War Memorial building, Doyle Drive, Central Subway, the PUC's sewer system capital improvement projects, and SFO Terminal 3 and Boarding Area E.
- Approximately 30 additional public-private projects are in varying stages, from the planning stage to near completion.

Discussion followed.

Placement and Attrition in the Construction Trades

Mr. Mulligan shared that CityBuild's placement rate hovers around 90%. The construction industry has significantly less employment barriers (educational attainment and criminal history are not normally an issue), but the physical rigor that the industry requires, along with the need to constantly seek out work through hiring halls, contributes to drop-off within the construction workforce.

Discussion followed.

**Workforce Innovation
Fund Update: txt2wrk
Demo**
(Discussion Item)

Rhonda introduced Lupine Seran, Workforce Innovation Project Manager, to present on the Workforce Innovation Fund (WIF) grant that OEWD received. She shared information on the projects that have been funded by WIF grants nationally and provided an overview of the pilot project in San Francisco, which focuses on the information and communications technology sector.

Alex Tam, co-founder of txt2wrk, presented on the txt2wrk platform which enables job seekers to apply for available positions using text messaging.

Discussion followed.

Update: San Francisco Unified School District Planning
(Discussion Item)

Rhonda Simmons invited Laura Moran, San Francisco Unified School District, to present on the district's strategic planning process.

Ms. Moran shared some of the strategic shifts that have occurred under Superintendent Carranza. Of note:

- **Creating a strong instructional core across the district**
A recent pilot program focused on transforming eight of the lowest-performing San Francisco schools into high-performing schools.
- **SFUSD Visioning Process**
The district is convening a variety of stakeholders (teachers, students, parents, community members) in a series of design sessions to surface what students, teachers and schools need to be successful, including a public education investment plan.
- **Training toward the sustainable jobs of the future**
The district has focused on emerging workforce sectors to ensure that students are on career paths that offer livable wages.
- **Pendulum Swing: from Vocational Education to A-G and back...**
The pendulum is shifting back toward project-based and work-based learning, and the district is focused on providing project-based learning opportunities to all students.

Public Comment
(Discussion Item)

Rob Black called for general public comment.

Kim Coulthurst, Pathways Consultants, shared her excitement about working with DCYF, SFUSD and OEWD on college and career readiness and encouraged continued dialogue about project and work-based learning.

Ted Wong, Webcor, stated that he applauds the City's work thus far on a sector-based approach and encouraged other contractors and employers to sign on to support additional construction opportunities for veterans.

Adjournment
(Action Item)

Rob Black adjourned the meeting at 11:03 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

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Minutes Of The
December 11, 2013
Meeting Of The

Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94103

WISF Members Present

Celeste Alleyne, Microsoft
Tiffany Apczynski, Zendesk
Bill Barnes (for Naomi Kelly), Office of the
City Administrator
Rob Black, WISF Board Chair, PG&E
Julina Bonilla, Job Corps of Northern CA,
Outreach and Admissions
Kevin Carroll, Hotel Council of San Francisco
Malia Cohen, San Francisco Board of
Supervisors
Jeanine Cotter, Luminalt
Ximena Delgado, Bank of America
Tim Donovan, IBEW Local 6
Katy Johnson (for Peter Dudley), Wells Fargo
Diane Easterwood, Kaiser Permanente
Renee Willette (for Juliet Ellis), San Francisco
Public Utilities Commission
Jeff Fanselow, CBS Interactive
Manuel Flores, Carpenters Local 22
Aaron Chrisco (for Ebony Frelix),
Salesforce.com
Saba Mirza (for Jennifer Hermann),
University of California, San Francisco
David Johnson, Plasterers and Cement
Masons Local 300
Charley Lavery, Operating Engineers Local 3

Andrew Lindsay, Jawbone
Rebecca Miller, SEIU-United Healthcare
West
Laura Moran, San Francisco Unified School
District
Brian Morton, Webcor Builders
Barbara Morrisette, St. Francis Memorial
Hospital/ Dignity Health
Roxanne Murray, Family Service Agency
Bob Nibbi, Nibbi Bros. Construction
Alphonso Pines, UNITE HERE Local 2
Anthony Urbina, Sheet Metal Workers
Local 104
Tony Lugo (for Trent Rhorer), Human
Services Agency
Toni Rucker (for Barbara Garcia),
Department of Public Health, San
Francisco Health Network
Ruben Santana, Rubecon Construction
Rodrigo Santos, Santos & Urrutia Structural
Engineering
Kelley Shihadeh, Starbucks
Barbara Smith, San Francisco Housing
Authority
Jorge Tapia, Employment Development
Department
Egon Terplan, SPUR

WISF Members Absent

Rudee Bagsby, Lowe's
Brenda Barnes, Autodesk
Micki Callahan, Department of Human
Resources
Ted Egan, Controller's Office
Paul Giusti, Recology
Ramon Hernandez, Laborers Local 261
Sylvia Kwan, Kwan-Henmi Architecture

Leslie Lerude, Kimpton Hotels
Kent Lim, Kent Lim & Co.
Lorne Needle, United Way of the Bay Area
Tom Quigley, Riverbed
Sam Rodriguez, KSR Strategy Group
Darlene Rutkowski, Department of
Rehabilitation
Ontario Smith, PG&E
Ken Weber, Zynga.org

OEWD Staff & Notables	Emylene Aspillá, Interim Strategic Initiatives Director Marissa Bloom, Executive Assistant Nikki Ford, Business Services Specialist John Halpin, Program Operations Director Judith Martinez, Administrative Aide Pat Mulligan, CityBuild Director May Ng, Business Services Specialist	Randy Quezada, Community Partnerships Project Manager Lowell Rice, Business Services Specialist Lupine Seran, Workforce Innovation Project Manager Rhonda Simmons, Director of Workforce Development
Public (As Evidenced by the Sign-In Sheet)	Michael Blecker, Swords to Plowshares Kim Coulthurst, Pathways Consultants Natalie Hopner, Mission Language and Vocational School Ted Hug, Webcor Ruth Kavanagh, Employment Development Department, Labor Market Information Division Megan Kenny, Goodwill Industries Josh Lachs, Goodwill Industries Daniel Michael, Thrive-Ability Christina Olague, Arriba Juntos	Linda Palmquist, Employment Development Department, Workforce Services Branch Chris Reyes, Goodwill Industries Alex Tam, txt2wrk Graham Thomas, Jewish Vocational Service Beth Urfer, Jewish Vocational Service Lily Wong, Coleman Advocates Winnie Yu, Self-Help for the Elderly Sharon Zimmern, San Francisco Unified School District
Roll Call	Rob Black, WISF Chair, called the meeting to order at 9:11 A.M. He invited WISF members to introduce themselves.	
Adoption of the Agenda (Action Item)	On motion, seconded and carried, the agenda was unanimously adopted.	
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b. RFP (Discussion Item)	Ms. Simmons congratulated Rob Black on his new position with PG&E, and invited him to say more about the position. Mr. Black shared that, as Senior Director for Community Relations, he will be focused on PG&E's corporate investment in the community, with particular emphasis on vocational education.	
	Ms. Simmons shared that OEWD received \$1.5 million in add back funding and is procuring services, in partnership with the Human Services Agency and the Department of Public Health, that will focus on skills upgrades and barrier removal for public housing residents and ex-offenders.	
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Francisco's nightlife industry is expanding job opportunities within the sector. Ms. Simmons shared highlights from the November Hospitality Initiative Student Showcase at City College's Chinatown campus.

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Fund Update: txt2wrk
Demo**
(Discussion Item)

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Update: San Francisco Unified School District Planning

(Discussion Item)

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Ms. Moran shared some of the strategic shifts that have occurred under Superintendent Carranza. Of note:

- **Creating a strong instructional core across the district**

A recent pilot program focused on transforming eight of the lowest-performing San Francisco schools into high-performing schools.

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The district has focused on emerging workforce sectors to ensure that students are on career paths that offer livable wages.

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The pendulum is shifting back toward project-based and work-based learning, and the district is focused on providing project-based learning opportunities to all students.

Public Comment
(Discussion Item)

Rob Black called for general public comment.

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Ted Wong, Webcor, stated that he applauds the City's work thus far on a sector-based approach and encouraged other contractors and employers to sign on to support additional construction opportunities for veterans.

Adjournment
(Action Item)

Rob Black adjourned the meeting at 11:03 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, March 19, 2014
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

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Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5th Floor San Francisco, CA 94103 during regular office hours and can be reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

AGENDA APPEARS ON PAGE 3

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163
E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

RINGING AND USE OF CELL PHONES

The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

LOBBYING ACTIVITY

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website: <http://www.sfgov.org/ethics>

Issued: Wednesday, March 12, 2014

ACCESSIBLE MEETING POLICY

1. The meeting will be held at the Hotel Whitcomb, Grand Ballroom, 1231 Market Street (between 8th and 9th Streets) San Francisco, CA 94103. The room is wheelchair accessible and has accessible seating for persons with disabilities and those using wheelchairs.
2. The closest accessible BART station is Civic Center. Accessible MUNI lines serving this location are: #14/14L Mission, #19 Polk St, #71 Haight/Noriega, #5 Fulton, #21 Hayes, # 6 Parnassus, #9/9L San Bruno, the F Line to Market and 9th Street and any line serving the Metro Stations at Civic Center. For more information about MUNI accessible services, call 415-673-6142.
3. There is limited onsite parking available at Hotel Whitcomb, and rates vary by day. If you require parking for this event, please call the Hotel Whitcomb Catering department at 415-487-4439 at least 72 hours in advance.
4. Requests for language interpreters at a meeting must be received at least 72 hours in advance of the meeting to help ensure availability.
5. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
6. Assistive listening devices are available. Agendas are available in large print. Materials in alternative formats, ASL interpreters, real-time captioning and other accommodations will be made available upon request. Please make your request for alternative format or other accommodations, to Marissa Bloom at 415-701-4848 or via e-mail at workforce.development@sfgov.org. Providing at least 72 hours' notice prior to the meeting will help to ensure availability.



AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

WEDNESDAY MARCH 19, 2014
9:00 – 11:00 AM
HOTEL WHITCOMB
1231 MARKET STREET
SAN FRANCISCO, CA 94103

1. Adoption of the Agenda* (<i>Action Item</i>)
2. Approval of Minutes from December 11, 2013* (<i>Action Item</i>)
3. Director's Report (<i>Discussion Item</i>) a. Programs/Sectors Update
4. Request to approve transfer of WIA Dislocated Worker and Adult Formula Funds* (<i>Action Item</i>)
5. Update: Bay Area Economic Prosperity Strategy (<i>Discussion Item</i>)
6. Update: City College of San Francisco Planning Update (<i>Discussion Item</i>)
7. Public Comment (<i>Discussion Item</i>)
8. Adjournment (<i>Action Item</i>)

Please Note: Public Comment will be taken throughout the meeting.

KEY:

***Materials Included:**

- Draft minutes from December 11, 2013 meeting
- Action Requested: Approval of Transfer Request to EDD (Memo)

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
March 19, 2014
Meeting of the

Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Brenda Barnes, Autodesk
Rob Black, WISF Board Chair, PG&E
Julina Bonilla, Job Corps of Northern CA,
Outreach and Admissions
Donna Kotake (for Micki Callahan), San
Francisco Department of Human
Resources
Kevin Carroll, Hotel Council of San
Francisco
Malia Cohen, San Francisco Board of
Supervisors
Jeanine Cotter, Luminalt
David De La Torre, Laborers, Local 261
Ximena Delgado, Bank of America
Tim Donovan, IBEW Local 6
Tavis Campbell (for Diane Easterwood),
Kaiser Permanente
Jeff Fanselow, CBS Interactive
Ebony Frelax, Salesforce.com
Paul Giusti, Recology
Charles Lavery, Operating Engineers Local
3
Kent Lim, Kent Lim Construction Co.
Laura Moran, San Francisco Unified School
District
Brian Morton, Webcor Builders

Barbara Morrisette, Dignity Health
Roxanne Murray, Family Service Agency
Bob Nibbi, Nibbi Bros. Construction
Alphonso Pines, UNITE HERE Local 2
Tony Lugo (for Trent Rhorer), Human
Services Agency
Toni Rucker (for Barbara Garcia),
Department of Public Health, San
Francisco Health Network
Darlene Rutkowski, Department of
Rehabilitation
Rodrigo Santos, Santos & Urrutia Structural
Engineering
Barbara Smith, San Francisco Housing
Authority
David Tam (for Jorge Tapia), Employment
Development Department
Egon Terplan, SPUR
Dr. Arthur Tyler, City College of San
Francisco
Victor Torrealano (for Anthony Urbina),
Sheet Metal Workers Local 104
Sandy White, LinkedIn
Kay Fernandez (for Juliet Ellis), San
Francisco Public Utilities
Commission

WISF Members Absent

Celeste Alleyne, Microsoft
Tiffany Apczynski, Zendesk
Ted Egan, City of San Francisco
Naomi Kelly, Office of the City
Administrator
Manuel Flores, Carpenters Local 22
Jennifer Hermann, University of California,
San Francisco
Katy Johnson, Wells Fargo
David Johnson, Plasterers and Cement

Leslie Lerude, Kimpton Hotels
Andrew Lindsay, Jawbone
Rebecca Miller, SEIU-United Healthcare
West
Tom Quigley, Riverbed Technology
Sam Rodriguez, KSR Strategy Group
Ruben Santana, Rubicon Construction
Kelley Shihadeh, Starbucks
Ontario Smith, PG&E
Ken Weber, Zynga

Masons Local 300
Sylvia Kwan, Kwan-Henmi
Architecture/Planning

OEWD Staff & Notables

Emylene Aspilla, Interim Strategic Initiatives Director
Marissa Bloom, Executive Assistant
Armina Brown, Administrative Assistant
Nikki Ford, Business Services Specialist
John Halpin, Program Operations Director
Judith Martinez, Administrative Aide
Sherita Moeser, Administrative Aide
Pat Mulligan, CityBuild Director
May Ng, Business Services Specialist

Randy Quezada, Community Partnerships Project Manager
Lowell Rice, Business Services Specialist
Lupine Seran, Workforce Innovation Project Manager
Rhonda Simmons, Director of Workforce Development
Alfredo Fajardo, Senior Workforce Development Specialist

Public

(As Evidenced by the
Sign-In Sheet)

Stefan Adler, Uvesti
Julie Berlin, Community Housing Partnership
Flynn Bradley, SFO
DJ Brookter, YCD
Torrance Bynum, City College of SF
Felton Cogell, WACTC
Eva Deck, MPICT
Amanda Gerrie, Pathways Consultants
Jeff Hamilton, City College of SF
Natalie Hopner, MLVS
Ruth Kavanagh, EDD, Labor Market Info
Megan Kenny, Goodwill
Jessica Lum, Hotel Council of SF

Catherine Lytle, OES
Linda Palmquist, EDD WSD
Matt Poland, UWBA
Joe Ramirez-Forcier, Positive Resource Center
Chris Reyes, Asian Neighborhood Design
Adam Rogers, Bay Area Medical Academy
Dorick Scarpelli, 5 Keys Charter
Erica Sklar, Asian Neighborhood Design
Graham Thomas, JVS
Lonnie Tuck, WANAP
Lily Wong, CUHJ/Coleman
Winnie Yu, Self-Help for the Elderly
Daniel {illegible}, Uvesti, Inc

Roll Call

Rob Black, WISF Chair, called the meeting to order at 9:04 A.M.

Adoption of the Agenda
(Action Item)

On motion, seconded and carried, the agenda was unanimously adopted.

Approval of Minutes
from December 11, 2013
(Action Item)

On motion, seconded and carried, the minutes of the December 11, 2013 WISF meeting were unanimously approved. Rob Black invited WISF members to introduce themselves.

Director's Report
a. Programs/Sectors
Update

(Discussion Item)

Rhonda Simmons, Director of Workforce Development, shared that Rob Black has resigned from the WISF, and thanked him for his five years of service, including serving as WISF Chairperson for over four years. She announced that the interim Chairperson should be in place by the June 25 meeting, and that members would have an opportunity to nominate and vote for a new permanent Chairperson at the upcoming WISF meetings.

Platform to Employment (P2E) Pilot Program

Ms. Simmons announced that San Francisco has been selected to participate in a national program called Platform to Employment (P2E). P2E focuses on reengaging

dislocated workers, many of which have competitive skills and degrees but require supportive services to bring them back into the job market. The program has support from President Obama, and Mayor Lee has pledged his commitment to expanding the initiative in San Francisco.

TechSF Graduation

Ms. Simmons shared that OEWD recently graduated the first cohort of TechSF graduates. TechSF boasts a very high placement rate -- 226 of the graduates have already been placed in employment and another 76 have been placed in internships.

Hospitality Update

OEWD has been working with UNITE HERE Local 2 and the Hotel Council to make sure that underrepresented San Franciscans are recruited for the expanding number of entry level opportunities within the hospitality industry.

Update to Chapter 30 Legislation

Ms. Simmons announced that Supervisor Chiu introduced revisions to Administrative Code Chapter 30 that would create an internal coordinating body of City department heads focused on aligning workforce services. This body will lead a citywide strategic planning process and make recommendations to the Mayor, Board of Supervisors, and the WISF about the direction of the workforce system. Additionally, the legislation proposes the development of a new workforce advisory group, made up of leaders from local nonprofit organizations, focused on keeping the City apprised of what's needed in the local workforce system.

Expansion of First Source

Ms. Simmons announced that Supervisor Avalos is expected to introduce an expansion of the First Source policy.

Discussion followed.

CityBuild Update

Pat Mulligan, Director of CityBuild, shared an update on the active and upcoming projects in the San Francisco construction pipeline. Mr. Mulligan also shared the ways in which the Local Hire legislation has been amended.

Request for Proposals 115

Ms. Simmons shared an update on RFP 115, which was released in December 2013 in collaboration with the Department of Public Health and the Human Services Agency.

Discussion followed.

Request to approve transfer of WIA Dislocated Worker and Adult Formula Funds*

(Action Item)

John Halpin provided an overview of the request to approve the transfer of funds from the Dislocated Worker funding stream to the Adult Formula funding stream. He explained that the current \$4 million allocation is currently split 45% Adult and 55% Dislocated Worker, but that there has been a decline in the number of Dislocated Worker program enrollments. The proposal is to approve the request to transfer \$1,106,947.50 from the Dislocated Worker funding stream to the Adult Formula funding stream.

Discussion followed.

Rob Black called for a motion to support the recommended action. On motion, seconded and carried, the transfer of WIA Dislocated Worker to Adult Formula funds was unanimously approved.

**Update: Bay Area
Economic Prosperity
Strategy**

Egon Terplan, SPUR, presented a high level overview of a research study led by SPUR in collaboration with regional economic development organizations. The initial research question was: *How do we move the lower wage workforce up to the middle?*

(Discussion Item)

Discussion followed.

**Update: City College of
San Francisco Planning
Update**

Rob Black welcomed Dr. Arthur Tyler to introduce himself and to present on the direction of City College. Dr. Tyler shared some of the major changes that are underway to enhance and streamline the system.

(Discussion Item)

Discussion followed.

**Public Comment
*(Discussion Item)***

Rob Black called for public comment.

Joe Ramirez-Forcier, Positive Resource Center, thanked Chancellor Tyler for his work and shared that he has successfully referred several clients to City College's disability student services.

**Adjournment
*(Action Item)***

Rob Black thanked the WISF members and OEWD staff for their support and partnership over the last 5 years.

Mr. Black called for a motion to adjourn the meeting. On motion, seconded and carried, the meeting was adjourned at 11:02 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, June 25, 2014
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
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AGENDA APPEARS ON PAGE 3

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To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163
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The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

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The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

LOBBYING ACTIVITY

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website:

<http://www.sfgov.org/ethics>

Issued: Thursday, June 19, 2014

ACCESSIBLE MEETING POLICY

1. The meeting will be held at the Hotel Whitcomb, Grand Ballroom, 1231 Market Street (between 8th and 9th Streets) San Francisco, CA 94103. The room is wheelchair accessible and has accessible seating for persons with disabilities and those using wheelchairs.
2. The closest accessible BART station is Civic Center. Accessible MUNI lines serving this location are: #14/14L Mission, #19 Polk St, #71 Haight/Noriega, #5 Fulton, #21 Hayes, # 6 Parnassus, #9/9L San Bruno, the F Line to Market and 9th Street and any line serving the Metro Stations at Civic Center. For more information about MUNI accessible services, call 415-673-6142.
3. There is limited onsite parking available at Hotel Whitcomb, and rates vary by day. If you require parking for this event, please call the Hotel Whitcomb Catering department at 415-487-4439 at least 72 hours in advance.
4. Requests for language interpreters at a meeting must be received at least 72 hours in advance of the meeting to help ensure availability.
5. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
6. Assistive listening devices are available. Agendas are available in large print. Materials in alternative formats, ASL interpreters, real-time captioning and other accommodations will be made available upon request. Please make your request for alternative format or other accommodations, to Marissa Bloom at 415-701-4848 or via e-mail at workforce.development@sfgov.org. Providing at least 72 hours' notice prior to the meeting will help to ensure availability.



AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

WEDNESDAY, JUNE 25, 2014
9:00 – 11:00 AM
HOTEL WHITCOMB
1231 MARKET STREET
SAN FRANCISCO, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Approval of Minutes from March 19, 2014* (<i>Action Item</i>)
3. Nomination of WISF Chair* (<i>Action Item</i>)
4. Director's Report (<i>Discussion Item</i>) • Programs/Sectors Update
5. Presentation: San Francisco Economic Strategy (<i>Discussion Item</i>)
6. Presentation: The Future of Work (<i>Discussion Item</i>)
7. Public Comment (<i>Discussion Item</i>)
8. Adjournment (<i>Action Item</i>)

Please Note: Public Comment will be taken throughout the meeting. Each member of the public will be allotted no more than 3 minutes to speak on each item.

KEY

***Materials Included:**

- Draft minutes from March 19, 2014 meeting
- Election of WISF Chair Memo – June 2014



OFFICE OF ECONOMIC AND WORKFORCE DEVELOPMENT
WORKFORCE DEVELOPMENT DIVISION
MEMORANDUM

DATE: June 18, 2014

TO: Members of the Workforce Investment San Francisco Board

FROM: Rhonda Simmons, Director of Workforce Development

RE: Nomination & Election Process of WISF Chairperson

As you know, after five years on the WISF, including over four years as Chairperson, Rob Black has resigned from the WISF. I am pleased to report that Mayor Lee has asked current WISF member Kevin Carroll to serve as acting Chairperson for our upcoming June 25 meeting.

At this meeting, we will begin the process to elect the WISF Chairperson. Below is information that explains this process.

Nomination Process and Election of the Chairperson

Section 4.2 of the WISF Bylaws delineates the following regarding the election and role of the Chairperson.

- a. The Chairperson shall be elected by the LWIB¹, from among the members described in Section 3.2a². The Chairperson shall preside at all meetings of the Executive Committee and the LWIB.
- b. The CLEO³ and Chairperson shall make all appointments to Executive Committee, and the Youth Council, the authority for which is not otherwise designated in the Act. The Chairperson shall make appointments to other committees.
- c. The Chairperson shall serve as an ex-officio member of all committees, with full voting privileges.
- d. The Chairperson shall approve signatories for bank accounts and contracts.

Eligibility Criteria for Who May be Elected Chairperson

In accordance with Section 4.2 of the Bylaws of the WISF and Sec 117(b)(5) of the Workforce Investment Act, the Chairperson must be elected from among the following members:

Local Workforce Investment Board; in San Francisco, the WISF
Representatives of business in the local area

³ Chief Local Elected Official; in San Francisco, the Mayor

Representatives of business in the local area who:

1. Are owners of businesses, chief executives or operating officers of businesses and other executives or employees with optimum policy-making or hiring authority;
2. Represent businesses with employment opportunities that reflect the employment opportunities of the local area;
3. Are appointed from among individuals nominated by local business organizations and business trade organizations.

Nomination of the Chairperson

At the June 25 meeting, I will solicit nominations for the WISF Chairperson. Any member present at the meeting may nominate any current member of the WISF who meets the eligibility criteria specified above. Nominations will be made verbally during open session. In addition, any WISF member may submit a written nomination (by letter or email) to my Executive Assistant, Marissa Bloom, by September 3, 2014 – two weeks prior to our next regularly scheduled WISF meeting.

Election of the Chairperson

Elections for the Chairperson will be held at the September 17 meeting of the WISF. At this meeting, nominees may accept or decline the nomination. The Secretary of the WISF will call for a vote by secret ballot. Nominees must be present at the time of election, or his/her nomination will automatically will be deemed forfeited.

[Administrative Code - Workforce Development – Establishing the Committee on City Workforce Alignment]

Ordinance amending the Administrative Code to establish the Committee on City Workforce Alignment, to give the Committee responsibility for planning and coordinating the City's Workforce Development programs, and to make other changes to the procedures governing the planning and implementation of Workforce Development programs.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font. **Additions to Codes** are in single-underline italics Times New Roman font. **Deletions to Codes** are in ~~striketrough italics Times New Roman font~~. **Board amendment additions** are in double-underlined Arial font. **Board amendment deletions** are in ~~striketrough Arial font~~. **Asterisks (* * * *)** indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The Administrative Code is hereby amended by revising Section 30.1, to read as follows:

SEC. 30.1. FINDINGS.

The Board of Supervisors finds and declares the following:

(a) In order to create jobs in the City, assist employers to find and keep skilled workers, and assist the unemployed and underemployed to become economically self-sufficient, the City provides workforce development programs that are administered by many City departments.

(b) Local, state and federal funds support the City's workforce development programs. In order to obtain federal funds, state governors must create local areas and the chief elected official of the local area must form a local workforce investment board. (Workforce Investment Act of 1998, 29

1 U.S.C. sections 2801 et seq.) The California Legislature has adopted a statute implementing the
2 federal workforce development program. (California Unemployment Insurance Code sections 14299 et
3 seq.) The local workforce investment board must develop and submit to the governor a five-year plan
4 for local workforce investment programs (the "Local Plan"). The local workforce investment board in
5 San Francisco is Workforce Investment San Francisco, commonly referred to as WISF.

6 (c) A committee comprised of nonprofit organizations that provide services to low-income San
7 Francisco residents and those with barriers to employment advises the WISF on client needs and
8 workforce system priorities.

9 (d) In November 2004, the voters adopted Proposition I, which created an Office of Economic
10 Analysis under the Controller to report on pending City legislation that may impact the City
11 economically. Proposition I also requires the Department of Economic and Workforce Development to
12 prepare for the Board of Supervisors' approval the Strategic Plan for Economic Development, a three-
13 year plan, with periodic updates, that reports on workforce development opportunities in the City.

14 (e) An oversight committee comprised of City officers and employees is needed to undertake
15 long and short-term planning for the City's workforce development programs, to set goals and
16 priorities for these programs, to coordinate workforce development activities among City departments,
17 and to monitor their effectiveness.

18 (a) The complimentary goals of the City's Workforce Development programs and services are
19 to prepare unemployed and underemployed individuals in becoming as economically self-sufficient as
20 possible, and to assist employers with locating and retaining skilled workers.

21 —(b) To this end, many City departments currently manage specific workforce development
22 programs that provide a wide array of services to targeted communities with local, State, and Federal
23 funding in order to support workforce development and to create jobs within the City.

24 —(c) However, ongoing unemployment and underemployment perpetuate individual and
25 community disenfranchisement and contribute to increased criminal activity. The City must focus

renewed efforts on employment training, job creation, placement and retention services, and career advancement, particularly in neighborhoods struggling with poverty and violence.

~~(d) Different Workforce Development programs and services housed in different City departments, agencies and community based organizations all work toward the common goals, but unfortunately tend to duplicate programs, create gaps in services, and increase administrative costs and delay, thereby decreasing the overall effectiveness of the City's workforce development efforts.~~

~~(e) Currently, the Department of Economic and Workforce Development (DEWD) is responsible for Workforce Development functions in the City, providing policy direction and oversight for Workforce Development programs and services. In addition, the DEWD staffs the San Francisco Workforce Investment Board, a local board of community stakeholders required by Federal Law to govern implementation of, and compliance with, the Workforce Investment Act 1998 (29 U.S.C.A. 2801 et seq.), a significant source of federal funding. Therefore, the Director of the DEWD should oversee comprehensive City-wide Workforce Development strategic and funding allocation plans that coordinate all City department resources devoted to Workforce Development in order to more effectively meet the needs of job seekers in obtaining economic self-sufficiency, and of employers in locating and retaining a skilled workforce.~~

Section 2. The Administrative Code is hereby amended by revising Section 30.2, to read as follows:

SEC. 30.2. DEFINITIONS.

For the purposes of this Chapter, the following definitions shall apply to the terms used herein:

"Alignment Committee" shall mean the Committee on City Workforce Alignment established in Section 30.3.

~~(a) "City" shall mean the City and County of San Francisco.~~

1 (b) "Director" shall mean the Director of Workforce Development within the
2 DEWD. "Director of Workforce Development" shall mean the employee designated by the Director of
3 the Department of Economic and Workforce Development to assist Workforce Investment San
4 Francisco (WISF), the WISF Advisory Committee, and the Alignment Committee with planning and
5 coordination of Workforce Development Services in the City.

6 (c) "Mayor" shall mean the Mayor of the City and County of San Francisco or his or her
7 designee.

8 (d) "Department of Economic and Workforce Development" (DEWD) shall mean that
9 department or its successor department, as set forth in San Francisco Administrative Code Section
10 2A.270.

11 (e) "Funding Allocation Plan" shall mean the comprehensive annual plan for the
12 appropriation and expenditure of all local, State, and Federal Workforce Development Funds
13 administered by the DEWD and all other City departments. The funding allocation plan shall include
14 program and administrative budgets, service delivery structures, performance measures, and outcome
15 goals for all workforce programs and City departments administering workforce dollars.

16 "Nonprofit Corporation" shall mean a nonprofit corporation, duly organized, validly existing
17 and in good standing under the laws of the jurisdiction of its incorporation and (if a foreign
18 corporation) in good standing under the laws of the State of California, which corporation has
19 established and maintains valid nonprofit status under Section 501(c)(3) of the United States Internal
20 Revenue Code of 1986, as amended, and all rules and regulations promulgated under such Section.

21 "WISF Advisory Committee" shall mean the committee established in Section 30.6(d).

22 (f) "Workforce Development Services" shall mean any effort by any and all departments
23 and agencies of the City and County of San Francisco, to provide and/or fund job readiness,
24 preparation and other pre-employment services; provided to unemployed and underemployed
25 individuals, as well as job training, placement, retention and career advancement services.

1 programs and services for unemployed or underemployed individuals, to locate jobs and place
2 individuals in those jobs. It shall include efforts to work with the private, public and non-profit sectors
3 to create and improve job opportunities, employment retention and career enhancement, and to set
4 policy and objectives in achieving the dual goals of individual economic self sufficiency and
5 preparation of a skilled labor force. "Workforce Development" shall include efforts to seek and manage
6 funding and accountability for pre-employment services, job preparation, training, placement,
7 retention, and career advancement programs.

8 (f) "Workforce Development Service Providers" shall mean all entities and
9 organizations that provide Workforce Development Services job readiness and skill training, locate
10 jobs and place individuals in those jobs, work with the private and non-profit sector to create and
11 improve job opportunities, provide job retention services and career advancement programs, or any
12 other services related to "workforce development" funded through, or by the City with Federal, State
13 federal, state, and/or local funds.

14 (g) "Workforce Investment Act of 1998 (WIA)" shall mean the Federal law federal law
15 governing federally-funded workforce development programs codified at 29 U.S.C.A sections
16 2801 et seq., or any successor federal programs.

17 (h) "Workforce Investment San Francisco" or "WISF" (WISF)" shall mean the Local
18 Workforce Investment Board required by the federal Workforce Investment Act WIA and defined
19 at 29 U.S.C.A sec. 2832.

20
21 Section 3. The Administrative Code is hereby amended by revising Section 30.3, to
22 read as follows:

23 **SEC. 30.3. COMMITTEE ON CITY WORKFORCE ALIGNMENT PURPOSE.**

24 *The purpose of this Chapter is to reorganize the City's Workforce Development efforts into one*
25 *location within the DEWD or successor department, in order to centralize Workforce Development,*

1 *policy and oversight increase the effectiveness of Workforce Development Service delivery, coordinate*
2 *Workforce Development Funding, eliminate duplicative services, fill gaps in services, and to create a*
3 *single office that oversees the City's complimentary goals of preparing unemployed and underemployed*
4 *individuals to become as economically self sufficient as possible, and assisting employers with locating*
5 *and retaining skilled workers.*

6 (a) The City hereby establishes a Committee on City Workforce Alignment ("Alignment
7 Committee") comprised of City employees as provided below. The Alignment Committee shall
8 coordinate Workforce Development Services across City departments in order to increase their
9 effectiveness.

10 (b) The Alignment Committee shall be comprised of one member designated by the Mayor, one
11 member of the Board of Supervisors or a City employee designated by the Board (with the department
12 head's approval), the Director of Workforce Development, and the department heads of the following
13 City departments: Human Services Agency, Department of Children, Youth and Their Families, Public
14 Utilities Commission, and Public Works. The Mayor shall annually appoint a member of the Alignment
15 Committee to serve as Chair. The Mayor or Director of Workforce Development may invite additional
16 departments that administer Workforce Development programs to participate as needed.

17 (c) To the extent allowable by the City Charter, local, state, and federal law:

18 (1) The Alignment Committee, by March 15, 2015, and then again by March 15, 2017, and
19 every five years thereafter, shall submit to the WISF for its review and comment a Citywide Workforce
20 Development Plan, which shall include an assessment of the City's anticipated workforce development
21 needs and opportunities for the next five years and a strategy to meet the identified needs. The plan
22 shall include goals and strategies for all Workforce Development Services in San Francisco and a
23 projection of the funding needed to achieve the goals, consistent with the Strategic Plan for Economic
24 Development approved by the Board of Supervisors and the Local Plan approved by WISF.

1 The Department of Economic and Workforce Development shall:

2 (a) Support the work of the WISF, the WISF Advisory Committee, and the Alignment
3 Committee and assist those bodies with planning and coordination of all Workforce Development
4 Services in the City. It shall perform additional duties as directed by the Mayor in order to promote
5 more effective and efficient provision of Workforce Development Services; and

6 (b) Manage the First Source Hiring Program under Chapter 83 and, to the extent consistent
7 with the Charter, administer all funds appropriated by the City to fund the First Source Hiring
8 Program.

9 ~~To the extent allowable by the City Charter, local, State, and Federal law, the Director shall:~~

10 ~~— (a) Reorganize oversight of the City's workforce development efforts in one location within~~
11 ~~his or her department;~~

12 ~~— (b) Create Workforce development policy and provide an overall five-year strategic plan that~~
13 ~~includes consideration of the workforce development needs of low-income, monolingual speakers, youth~~
14 ~~and other unemployed or underemployed groups with barriers to employment, consistent with the~~
15 ~~Strategic Plan for Economic Development approved by the Board of Supervisors, for all employment~~
16 ~~and job training activities in San Francisco, and consistent with the Local Plan required by WIA (the~~
17 ~~"Workforce Development Strategic Plan");~~

18 ~~— (c) Define and enforce meaningful outcome measures for job-seekers, current employees,~~
19 ~~and employers using the City's workforce development system by:~~

20 ~~— (1) developing a uniform system of data collection for use by all City departments,~~
21 ~~agencies and community-based organizations to track all permanent job placements;~~

22 ~~— (2) requiring City departments to ensure that contractors providing workforce~~
23 ~~development services reach performance goals;~~

24 ~~— (3) collecting and managing all workforce development system data; and~~

25 ~~— (4) reporting outcomes to all system stakeholders.~~

1 —(d) Establish policy for, and oversee all Federal, State and local, including general fund,
2 dollars for Workforce Development activities in the City. In this endeavor, the Director shall leverage
3 all available workforce development system resources, avoid duplicate services, fill identified gaps in
4 services, and streamline administrative and programmatic functions.

5 —(1) Phase 1, to be completed during Fiscal Year 2007-2008:

6 —(A) identify all Federal, State, and local Workforce Development Funds and the legal
7 requirements for securing and retaining such funds, that are currently administered by all City
8 departments and agencies, and establish budget mechanisms to track such funds ("Identified Workforce
9 Development Funds");

10 —(B) identify all City expenditures incurred in Workforce Development Programs and
11 services, and establish budget mechanisms to track such expenditures ("Identified Workforce
12 Development Expenditures");

13 —(C) prepare a Funding Allocation Plan for all general fund dollars designated as
14 Identified Workforce Development Funds and as Identified Workforce Development Expenditures
15 administered by all City departments for review and comment by the WISF by February 28, 2008, and
16 for review and approval by the Board of Supervisors by March 31, 2008. The Board of Supervisors
17 shall make a determination on such plan by April 30, 2008.

18 —(D) Manage all general fund dollars, including all matching funds necessary to obtain
19 Federal and State Workforce Development funds.

20 —(2) Phase 2, to be completed during Fiscal Year 2008-2009:

21 —(A) continue to identify all Federal, State, and local Workforce Development Funds and
22 the legal requirements for securing and retaining such funds, that are currently administered by all
23 City departments and agencies, and establish budget mechanisms to track such funds ("Identified
24 Workforce Development Funds");

25

1 — (B) — continue to identify all City expenditures incurred in Workforce Development
2 Programs and services, and establish budget mechanisms to track such expenditures ("Identified
3 Workforce Development Expenditures");

4 — (C) — prepare a Funding Allocation Plan for all Federal, State and general fund dollars
5 designated as Identified Workforce Development Funds and as Identified Workforce Development
6 Expenditures administered by all City departments for review and comment by the WISF by December
7 1, 2008, and for review and approval by the Board of Supervisors by January 1, 2009. The Board of
8 Supervisors shall make a determination on such plan by February 28, 2009.

9 — (D) — continue to manage all general fund dollars, including all matching funds necessary
10 to obtain Federal and State Workforce Development Funds.

11 — (E) — create a timeline and a plan for further centralization of Workforce Development
12 efforts under the DEWD in order to maximize efficiency and effectiveness consistent with the Workforce
13 Development Strategic Plan, WIA, and this Chapter. This plan shall be approved by the Board of
14 Supervisors, and shall be implemented beginning in fiscal year 2009-2010.

15 — (e) — Work with all City departments to ensure that the City delivers and administers
16 Workforce Development services consistent with this Chapter and with the applicable policies set forth
17 by the Board of Supervisors and the DEWD; and

18 — (f) — Work closely with the WISF to coordinate and streamline Workforce Development
19 services for job seekers and employers in the City, consistent with the WIA and this Chapter.

20 (g) — Assume the management of the First Source Hiring Program. In addition, to the extent
21 consistent with the Charter, the Director shall administer all funds that the City budget appropriates to
22 fund the First Source Hiring Program.

23
24 Section 5. The Administrative Code is hereby amended by revising Section 30.5, to
25 read as follows:

1 **SEC. 30.5. CITY DEPARTMENT RESPONSIBILITIES.**

2 ~~Subject to the City Charter, local, State and Federal law:~~

3 ~~(a) All City departments engaged in Workforce Development Services workforce~~
4 ~~development programs and service shall (1) provide information regarding the Services and all~~
5 ~~federal Federal, state State and local Workforce Development funds Funds to the Director~~
6 ~~Alignment Committee in the format and within with the timeline that the Committee requests within 30~~
7 ~~days of the effective date of this ordinance, (2) follow the Director's strategic direction for such~~
8 ~~activities and (3) not implement any new workforce development efforts without the approval of the~~
9 ~~Director.~~

10 ~~(b) In Phase 1, as described in Section 30.4(d)(1), the department head of each department~~
11 ~~that administers workforce development funds shall enter into a Memorandum of Understanding with~~
12 ~~the DEWD, or successor department, explaining each department's responsibilities and setting forth~~
13 ~~measurable outcomes as a condition of administering and/or receiving any local, including all general~~
14 ~~fund, workforce development funding from the DEWD. Each departmental Memorandum of~~
15 ~~Understanding shall also set forth the department's Workforce Development budget and program~~
16 ~~plans. Finally, City departments shall track and report back to the Director job seeker and employer~~
17 ~~services outcomes and shall respond to other reasonable requests for data from the Director.~~

18 ~~(c) In Phase 2, as described in Section 30.4(d)(2), the department head of each department~~
19 ~~that administers Workforce Development Funds shall, enter into a Memorandum of Understanding with~~
20 ~~the DEWD, or successor department, explaining each department's responsibilities and setting forth~~
21 ~~measurable outcomes as a condition of administering and/or receiving any federal, state and local,~~
22 ~~including all general fund, Workforce Development funding from the DEWD. Each departmental~~
23 ~~Memorandum of Understanding shall also set forth the department's workforce development budget~~
24 ~~and program plans. Finally, City departments shall track and report back to the Director job seeker~~

1 and employer services outcomes and shall respond to other reasonable requests for data from the
2 Director.

3 ~~—(d) Beginning in Fiscal Year 2008-2009, the department head of each department that~~
4 ~~administers Workforce Development Funds shall administer the Identified Workforce Development~~
5 ~~Funds and Identified Workforce Development Expenditures in accordance with the annual Approved~~
6 ~~Funding Allocation Plan.~~

7 ~~—(e) Beginning in Fiscal Year 2009-2010, the department head of each department that~~
8 ~~administers Workforce Development Funds shall comply with the timeline and a plan for centralizing~~
9 ~~Workforce Development efforts under the DEWD prepared by the Director as required in Section~~
10 ~~30.4(d)(2), and approved by the Board of Supervisors.~~

11
12 Section 6. The Administrative Code is hereby amended by deleting existing Section
13 30.6, renumbering existing Sections 30.7 and 30.8 as Sections 30.6 and 30.7, and revising
14 those sections, to read as follows:

15
16 ~~SEC. 30.6. REPORTING REQUIREMENTS.~~

17 ~~—Within one year after the effective date of this Chapter and every year thereafter, the Director~~
18 ~~shall file a written report with the Board of Supervisors that explains Workforce Development policies~~
19 ~~for the City and evaluates the DEWD's ability to leverage workforce development system resources,~~
20 ~~avoid duplicate services, fill gaps in services, and streamline administrative and programmatic~~
21 ~~functions, consistent with this Chapter. The report shall also include information regarding the number~~
22 ~~of individuals placed in permanent jobs across the City and where those individuals were placed for~~
23 ~~work, verified in writing by the employer.~~

24
25 **SEC. 30.6⁷. LOCAL WORKFORCE INVESTMENT BOARD.**

(a) Prior to making any appointments to the WISF, as set forth in the federal Workforce Investment Act WIA, the Mayor shall submit the name of each nominee to the Board of Supervisors. Unless the Board of Supervisors disapproves a nominee within thirty days after receipt of the Notice of Appointment, the appointment shall become final. The Mayor need not submit WISF nominees to Board of Supervisors for approval, if the Mayor appoints two (2) members of the Board of Supervisors to the WISF.

(b) Pursuant to the relevant provisions of the federal Workforce Investment Act WIA, the Mayor may include individuals on the WISF as he or she determines to be appropriate. As a matter of policy, the Board of Supervisors strongly urges the Mayor to appoint a member of the Board of Supervisors and a member of the WISF Advisory Committee to the WISF.

(c) The Director of Workforce Development shall submit the Local Plan developed by the WISF, as defined and required by the WIA, to the Board of Supervisors for review and comment not less than 30 days prior to submitting it the submission of the Plan to the Governor.

~~(d) (1) A seven (7) member committee ("Committee") shall be convened to serve in an advisory capacity to the WISF. This committee shall include members representing workforce development service providers and other community-based organizations serving low-income San Francisco residents and those with barriers to employment. The Committee shall advise the WISF on workforce system priorities, client needs and services.~~

~~(2) The Board of Supervisors shall appoint four (4) members to the Committee. The Transitional Youth Task Force shall appoint one (1) member to the Committee; the Local Homeless Coordinating Board shall appoint one (1) member to the Committee; the San Francisco Safe Communities Re-Entry Council shall appoint one (1) member to the Committee. All Committee members must be staff and/or Board members of 501c3 organizations.~~

~~(3) All Committee members will be appointed to serve for a two year term, and all Committee members and/or the organizations they represent will serve for no more than two (2) consecutive terms.~~

1 *The terms are to be staggered. Therefore, at the first meeting of the Committee, the members will draw*
2 *lots to determine which three (3) members will serve for one (1) year.*

3 *(4) The Chair of the Committee and/or the organization he/she represents may not receive any*
4 *funds for Workforce Development efforts from any department or agency of the City and County of San*
5 *Francisco during his/her term of appointment as Chair, nor for a minimum of two years following the*
6 *conclusion of his/her Committee service. The Committee will annually nominate a Committee Chair*
7 *(from among its membership), to be appointed by the WISF.*

8 *(d)(1) The City shall convene an eight (8) member committee to serve in an advisory capacity*
9 *to the WISF ("WISF Advisory Committee"). The WISF Advisory Committee shall advise the WISF on*
10 *workforce development system priorities, client needs and services.*

11 *(2) The Board of Supervisors shall appoint four (4) members and the Mayor shall appoint four*
12 *(4) members to the WISF Advisory Committee. In appointing members, the Board and the Mayor shall*
13 *give special attention to ensuring that representation is aligned with the priority sectors of the local*
14 *economy and that persons with expertise serving transitional age youth, homeless individuals, and re-*
15 *entry populations are represented. The Reentry Council and the Local Homeless Coordinating Board*
16 *may make recommendations to the Board and the Mayor regarding appointments to the WISF Advisory*
17 *Committee.*

18 *(3) All WISF Advisory Committee members must be, at the time of their appointment,*
19 *employed by a Nonprofit Corporation that provides Workforce Development Services and must be the*
20 *executive director or chief executive officer, or a designee of such person. All WISF Advisory*
21 *Committee members shall have demonstrated experience in leadership roles in workforce development,*
22 *as well as expertise (preferably at federal, state and local levels) in workforce development policy and*
23 *systems.*

1 (4) All WISF Advisory Committee members shall be appointed to serve for a two-year term.
2 The WISF Advisory Committee shall annually elect two persons from among its membership to serve as
3 co-chairs.

4 (5) The Advisory Committee to the WISF established by Ordinance No. 270-07 shall terminate
5 thirty days after enactment of the amendment to Administrative Code Chapter 30 adopted in Ordinance
6 No. _____ . Any member who had been serving on that earlier advisory committee is
7 eligible for appointment by the Mayor and Board of Supervisors to the WISF Advisory Committee
8 established in this subsection (d).

9 (6) The WISF Advisory Committee shall terminate three years after the effective date of the
10 amendment to Administrative Code Chapter 30 adopted in Ordinance No. _____ , unless
11 the Board of Supervisors adopts an ordinance continuing its existence.

12 13 **SEC. 30.78. SEVERABILITY.**

14 If any section, subsection, clause, phrase or portion of this Chapter is for any reason
15 held invalid or unconstitutional by any court or Federal or State agency of competent
16 jurisdiction, such portion shall be deemed a separate, distinct and independent provision and
17 such holding shall not affect the validity of the remaining portions thereof.

18
19 Section 7. The Administrative Code is hereby amended by revising Section 5.1-4,
20 concerning the Reentry Council, to read as follows:

21 **SEC. 5.1-4. POWERS AND DUTIES.**

22 The Council shall have the following powers and duties:

23 * * * (i) The Council may make recommendations to the Board of Supervisors and the
24 Mayor regarding appointments to the WISF Advisory Committee as provided in ~~shall appoint one~~

1 ~~member to the Workforce Investment Community Advisory Committee, as required by San Francisco~~
2 ~~Ordinance 270-07 (SF Administrative Code Section 30.6 ~~30.7~~).~~

3
4 Section 8. Effective Date. This ordinance shall become effective 30 days after
5 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
6 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
7 of Supervisors overrides the Mayor's veto of the ordinance.

8
9 Section 9. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors
10 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,
11 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal
12 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment
13 additions, and Board amendment deletions in accordance with the "Note" that appears under
14 the official title of the ordinance.

15
16 APPROVED AS TO FORM:
17 DENNIS J. HERRERA, City Attorney

18 By: _____
19 PAULA JESSON
20 Deputy City Attorney

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NATIONAL SKILLS COALITION

Every worker. Every industry. A strong economy.

June 2, 2014

The Honorable Tom Harkin
Chairman
Committee on Health, Education, Labor
and Pensions
United States Senate

The Honorable Patty Murray
Member
Subcommittee on Employment and
Workplace Safety
United States Senate

The Honorable John Kline
Chairman
Committee on Education and the
Workforce
US House of Representatives

The Honorable Virginia Foxx
Chairwoman
Subcommittee on Higher Education and
Workforce Training
US House of Representatives

The Honorable Lamar Alexander
Ranking Member
Committee on Health, Education, Labor
and Pensions
United States Senate

The Honorable Johnny Isakson
Ranking Member
Subcommittee on Employment and
Workplace Safety
United States Senate

The Honorable George Miller
Ranking Member
Committee on Education and the
Workforce
US House of Representatives

The Honorable Ruben Hinojosa
Ranking Member
Subcommittee on Higher Education and
Workforce Training
US House of Representatives

Dear Chairman Harkin, Ranking Member Alexander, Senator Murray, Ranking Member Isakson, Chairman Kline, Ranking Member Miller, Chairwoman Foxx, and Ranking Member Hinojosa:

On behalf of National Skills Coalition (NSC)—a broad-based coalition of business leaders, union affiliates, education and training providers, community-based organizations, and public workforce agencies advocating for policies that invest in the skills of U.S. workers—I write to thank you for your leadership in introducing the “Workforce Innovation and Opportunity Act” (WIOA). We want to commend the committee and staff for their bipartisan efforts to develop legislation that reflects the changing economic realities of the past sixteen years since the Workforce Investment Act (WIA) was passed. National Skills Coalition believes this legislation

is a positive step toward modernizing the nation's workforce system and ensuring that all U.S. workers and businesses have access to the skills they need to succeed in today's economy.

Last authorized in 1998, WIA has failed to keep pace with the workforce needs of U.S. workers and businesses. The law's emphasis on short-term training and rapid response activities has become increasingly inconsistent with growing demands for longer-term training aligned to high-growth and emerging industries. The outdated law has also made workforce programs vulnerable to funding cuts – funding for workforce programs has declined by 30 percent since 2001, and has been cut by more than \$1 billion since just 2010. We hope for a reversal of this trend following passage of WIOA.

While we would have liked for the bill to go further in lifting up innovative practices developed in the field since WIA was last authorized, we recognize that this bipartisan agreement represents an important step forward for workforce education and training programs. In particular, we were pleased to see a number of important changes made from current law, including:

- **Strengthened and simplified performance measures:** WIOA does away with the complex set of performance measures under WIA, and moves to a single set of common measures for adults across all core programs, including both occupational training and adult education programs, and creates a similar set of common measures across all youth programs. Importantly, the common measures include credential measurement and assessments of measureable skills gains toward a credential or employment, as well as a measure of employer engagement;
- **Better alignment across programs:** WIOA requires a single unified state plan covering all core programs, and allows states to submit combined plans that report on programs outside of the core programs, creating more alignment across programs at the state level;
- **Required convening of sector partnerships:** WIOA requires local workforce development boards to “convene, use, or implement” sector partnerships;
- **Promotion of best practices:** The bill signals to states and local areas an interest in seeing a number of existing best practices adopted or expanded, including: career pathways (including integrated or contextualized ABE, ESL, and occupational training); industry or sector partnerships; and an increased focus on the attainment of industry-recognized certificates and credentials linked to in-demand occupations;
- **Annual increases in appropriations:** Notably, WIOA provides for annual increases in funding for key workforce programs, an important signal to the Appropriations Committee, which faces extremely difficult funding decisions for the foreseeable future;
- **Restoration of the governor's reserve:** The 15 percent governor's reserve is often used at the state level to test and implement innovative workforce strategies, including industry or sector partnerships;
- **Clarification of “sequence of services”:** WIOA codifies 2009 Department of Labor guidance clarifying that training services and other could be offered concurrently, sequentially, or in any order that satisfies the need of the participant;

- **6-year authorization term:** Given that WIA took 16 years to be reauthorized, we believe a longer authorization period will give Congress much needed additional time to craft new authorizing legislation;
- **Strengthened data and accountability measures:** In addition to the new performance measures, the bill also addresses data and accountability by requiring public performance reports, requiring performance measures for all programs to be calculated using Unemployment Insurance (UI) wage records, adding requirements for ongoing evaluations of workforce programs, and establishing a new Workforce Information Advisory Council to evaluate and improve the nationwide and statewide workforce and labor market information systems;
- **Better support for integrated adult education services:** WIOA signals to states and providers that adult education should be connected to postsecondary education and workforce, by including adult education as a core program, and clarifying that integrated programming and co-enrollment in adult education and occupational training is permissible under the law.

While we appreciate these provisions in WIOA, we believe there are areas for improvement within the bill. In particular, the loss of the WIA incentive grants and the Workforce Innovation Fund (WIF), which allowed states to experiment with new workforce interventions, will make funding innovation a greater challenge for states. We would also note that while the increases in authorized funding levels are helpful, Congress will be unable to meet these funding targets as long as the caps on discretionary appropriations remain in place. Increased investments are needed to ensure that states and local areas have access to adequate resources to implement reforms and to provide much-needed services to workers and employers. We urge Congress to provide the resources needed to make these states and local areas successful in their efforts.

Again, we commend the committees' for their efforts to produce a bipartisan bill that better aligns workforce and education programs and systems to respond to the skill needs of U.S. workers and businesses. We look forward to working with you and Congress to quickly reauthorize this critically important legislation to ensure that U.S. workers and businesses have the skills they need to compete in the 21st-century economy.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rachel Gragg', with a stylized, overlapping loop at the end.

Rachel Gragg, Ph.D.
Federal Policy Director



First Source Amendments

April, 2014

- Requires developers applying for commercial or residential projects to disclose anticipated entry and apprentice positions
- Developers must meet with CityBuild to provide estimated number of employees from each trade, estimated local hires, and anticipated wages
- Agree to hiring and retention goals for apprentice level positions

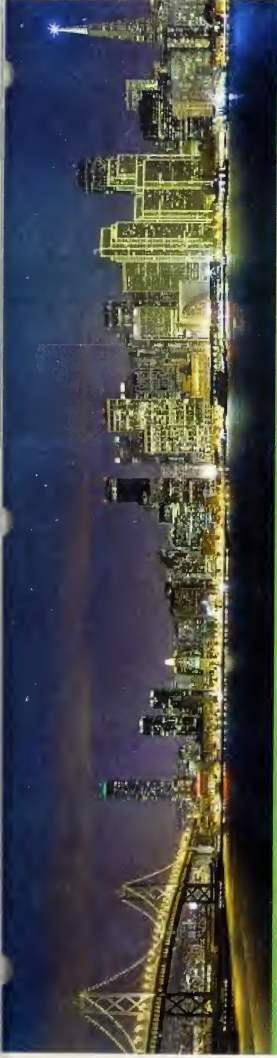


Local Hire Amendments

June, 2014

- Expands Local Hiring provisions to private construction projects on property owned by the City and County of San Francisco
- All City contracts, leases, and development agreements must contain a provision that construction on property owned by the City will comply with Local Hiring requirements
- Expand Prevailing Wage provisions consistent with California Labor Code 1782





San Francisco Economic Strategy



**SAN
FRANCISCO**
Office of Economic & Workforce Development



Goals

The 2007 Economic Strategy identifies three overarching goals for our City:

- Create job opportunities by building on our strengths to promote greater overall economic growth
- Ensure greater inclusion and equity in job opportunities, with an aim to reducing inequality
- Ensure a sound fiscal footing for the City by encouraging industries with a positive fiscal impact.

Framework: How the Economic Strategy Works



- Jobs
- Wages
- Equality
- Wealth / Asset Ownership

What do we want?
An economy for all with good jobs, wage growth, decreasing inequality and increased asset ownership.



- Knowledge Sectors
- Experience Sectors
- Physical Infrastructure Sectors
- People Infrastructure Sectors

How do we get there?

Businesses in key sectors create and sustain the jobs that help us achieve these goals.



1. Education & Training
2. Business Climate
3. Quality of Life
4. Infrastructure
5. Innovation & Technology

What do these business sectors need?

These sectors depend on the 5 foundations of our economy. If these are good our sectors are strong, if these are bad, our sector are weak.



1. Better prepare residents for jobs
2. Make business climate more competitive
3. Continually improve San Francisco's quality of life for residents, workers and visitors
4. Invest in city's infrastructure
5. Strengthen technology and innovation foundations

How does the City help?

These sectors depend on the 5 foundations of our economy. If these are good our sectors are strong, if these are bad, our sector are weak.

Performance: Summary

- **Jobs:** While employment in San Francisco has been flat for the past 30 years, since 2005 the city's share of the region's employment has steadily increased.
- **Sectors:** Over the last business cycle, the Export Sector grew, while Local-Serving Industries lost jobs.
- **Workforce:** San Francisco's two strongest industry clusters—the Creative Industries and the Experience Industries—tend to create high-paying jobs for the highly-educated, and low-paying jobs for the workers with a high school education or less. Local-serving sector is declining, creates more middle income job opportunities for those without 4-year degrees.
- **Demographics:** Increase in industries with high wages and low wages has led to an increase in upper income and extremely/very low and low income populations increased. Moderate income population has decreased. Children and seniors are declining, and working age adults are growing. The immigrant workforce is growing faster than US-born workforce, at every level of income.

Barriers to Business Expansion: Summary

- **Real Estate:** Both residential and commercial real estate costs in San Francisco are high.
 - High residential costs result in upward pressure on wages
 - High commercial costs result in increased operating costs for businesses in San Francisco
- **Labor Costs:** Businesses pay significantly more for workers if they're located in San Francisco which discourages job creation in the city.
- **Business & Tax Regulations:** Business taxes and regulations in San Francisco result in the highest business costs in the state of California.
- The Strategy's Policies and Actions are focused on addressing these business barriers, so all businesses – not just those with a built-in competitive advantage – can succeed in San Francisco, and the city can have a more balanced process of economic growth.

Policies and Actions

FOUNDATIONS

POLICIES AND ACTIONS

1. EDUCATION AND TRAINING	1.1 Create a Coordinated Workforce Development Strategy for the City Around the Economic Development Priorities
	1.2 Better Prepare San Francisco's Youth for Careers
	1.3 Close the Digital Divide
2. BUSINESS CLIMATE	2.1 Create a Local Tax Policy That Promotes the City's Economic Development Priorities
	2.2 Increase Business Outreach and Private Sector Partnerships
	2.3 Streamline Business Interaction with the City Government
	2.4 Evaluate and Refocus the City's Assistance Programs for Businesses
	2.5 Evaluate Economic Impact of City Policies on Business
	2.6 Use City Purchasing and Regulation To Promote Competitiveness in Priority Sectors
	2.7 Strengthen Global Connections
3. QUALITY OF LIFE	2.8 Film
	3.1 Upgrade Neighborhood Commercial Areas
	3.2 Encourage Creativity by Continuing to Develop San Francisco as a Center for the Arts
	3.3 Recognize and Enhance the Value of Parks and Open Spaces
4. INFRASTRUCTURE	4.1 Provide Sufficient Real Estate for Strategic Priorities
	4.2 Maximize San Francisco's Accessibility to a Local and Regional Workforce
	4.3 Work to Reduce the Cost of Residential and Commercial Development
5. TECHNOLOGY AND INNOVATION	5.1 Support Commercialization of Research and Technology
	5.2 Improve Telecommunications Infrastructure for Information-Intensive Industries
	5.3 Support Efforts to Create More Investment Vehicles for Startups
	5.4 Identify, Evaluate, and Support Emerging Industries

Policies and Actions: Education and Training

Policies	Actions
1.1 Create a Coordinated Workforce Development Strategy for the City Around the Economic Development Priorities	Consolidated and Aligned Workforce Programs: OEWD consolidated Workforce Investment Act, Community Development Block Grant, General Fund, and departmental work ordered dollars to develop and fund workforce programs. In coordination with the Mayor's Office and Board of Supervisors, OEWD aligned citywide workforce efforts, including completing an inventory of City workforce programs and assisting with the development of amendments to Administrative Code 30. These amendments pending before the Board of Supervisors, would among other provisions, establish an Alignment Committee comprised of city departments providing workforce services that will develop five-year workforce plans and annual updates.

Launch the WISF: OEWD reconfigured the Workforce Investment Board (WIB), launching Workforce Investment San Francisco (WISF) as the City's designated Workforce Investment Board (WIB). WISF members include senior representatives from a range of sectors, including construction, hospitality, health care and technology.

Policies and Actions: Education and Training

Policies	Actions
1.1 Create a Coordinated Workforce Development Strategy for the City Around the Economic Development Priorities (Cont)	<u>Develop City-wide Strategic Workforce Plan:</u> OEWD developed and is implementing a strategy that aligns the City's workforce programs around the needs of local and regional industry growth sectors. Included in this strategy are OEWD's four sector training academies in construction, health care, hospitality and information and communication technology(ICT). These academies train workers in growing sectors of the local and regional economy. In both its training and business services activities, OEWD uses a "dual customer approach" to workforce development; which focuses on the need of both employers and employees. <u>Launch Access Points:</u> OEWD replaced the traditional One-Stop model with an "Access Points" strategy that is tailored to meet the unique needs of San Francisco's diverse neighborhoods, communities, and employers. OEWD funds service providers to support four types of Access Points: a single Comprehensive Access Point, Sector Access Points, Neighborhood Works Access Points, and, Young Adult Work Link Access Points.

Policies and Actions: Education and Training

Policies	Actions
1.2 Better Prepare San Francisco's Youth for Careers	Develop Youth Pathways to Jobs in Priority Sectors: In partnership with SFUSD's Career Technical Education programs, OEWD aligns training in construction trades, hospitality and in healthcare. OEWD continues to strengthen these partnerships, and is working to develop new partnerships with SFUSD high schools focusing on Information and Communication Technologies (ICT) pathways. Promote Collaboration Between SFUSD and Employers: The re-launched WISF and the Youth Council both include the San Francisco Unified School District; which provides the SFUSD a direct connection to major employers across all sectors. Strengthen OEWD / DCYF Collaboration: OEWD works closely with DCYF, partnering on Summer Jobs+, supporting DCYF's Transitional Age Youth initiative (TAYSF) and coordinating citywide workforce strategy. DCYF's Director also sits on OEWD's Youth Council, which is charged with coordinating and centralizing the youth workforce system in San Francisco.

Policies and Actions: Education and Training

Policies	Actions
1.3 Close the Digital Divide	The Department of Technology (DT) worked to increase connectivity for San Franciscans through the following activities: • Technology Labs - Through Broadband Technology Opportunities Program (BTOP), DT opened or re-equipped 14 new youth digital media technology labs and 54 neighborhood tech centers for seniors and adults with disabilities. • Training - Through BTOP, DT trained 2,500 participants per quarter. Provided over 200,000 hours of digital literacy and digital media training.

Policies and Actions: Education and Training

Policies	Actions
1.3 Close the Digital Divide (Cont)	• Access - The City prioritized high speed penetration of broadband with over 130 miles of fiber optic cables already laid and made significant investment to take advantage of the coordinated street excavation ordinance. <i>Studies show that for every 20% of broadband penetration, we can correlate 1% of GDP growth.</i> • Public Housing - DT completed broadband installation in all the public housing sites in December 2011 with the use of City-owned fiber optic cables providing the backbone in newer developments such as Valencia Gardens. DT is now working to improve WiFi at these sites. • WiFi – DT has brought WiFi to Libraries, Market Street, Treasure Island, Union Square, Civic Center, the Northern Waterfront, 32 Parks, Recreation Centers • Fiber Optics – DT has installed 130 miles of fiber connecting 160 facilities including City College, UCSF, clinics and the Exploratorium

Policies and Actions: Other Highlights

2. Governance and Business Climate

- Transitioning to Gross Receipts Tax
- International business development – ChinaSF, LatinSF, Greater AsiaSF
- Launched business assistance center
- Developing online business portal
- Coordination with 311
- Refinement of assistance programs: loan programs, ADA program, storefront vacancy program, Jobs Squad
- Small Business Development Center
- Provide economic impact analysis
- Increase coordination with LBE's in City contracting
- Create jobs for Workforce graduates

3. Quality of Life

- Promote neighborhoods to Visitors
- Invest In Neighborhoods
- Investment in arts facilities and cultural centers
- Art Enrichment Ordinance – 2% for public art
- Community Arts Stabilization Trust
- Real estate support for arts organizations and non profits
- Parks Funding
- Plaza Program
- Walkable streets & spaces

Policies and Actions: Other Highlights

Policies Actions

4. Infrastructure

- Provide space for housing
- Provide space for new job growth
- Protect PDR space
- Entitlement process improvements
- CEQA process improvements
- Improve local and regional transit, expanding accessibility to a local and regional workforce
- Bike network and facilities

5. Technology and Innovation

- Incubator space
- Attracting and expanding research and academic institutions
- Expanding WiFi and fiber optics
- Identifying and supporting emerging sectors

Conclusion: Continued Action Areas

- Continue to develop career pathways that promote job mobility and advancement
- Reduce labor costs by reducing the cost of housing in San Francisco
- Streamline business regulation and process
- Assist businesses facing rising real estate costs
- Maintain & expand support for local serving industries
- Continue to focus on four strategic sectors
 - Strengthen the physical infrastructure sector
 - Upgrade the experience sector
 - Retain large knowledge sector companies
 - Promote knowledge sector start-ups



Preparing to Explore the **Future** of Work

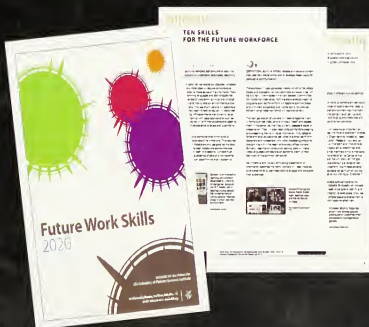
Devin Fidler | **Research Director**
INSTITUTE FOR THE FUTURE

Email: DFidler@iftf.org

 INSTITUTE FOR THE FUTURE

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future work skills research



Future Work Skills 2020

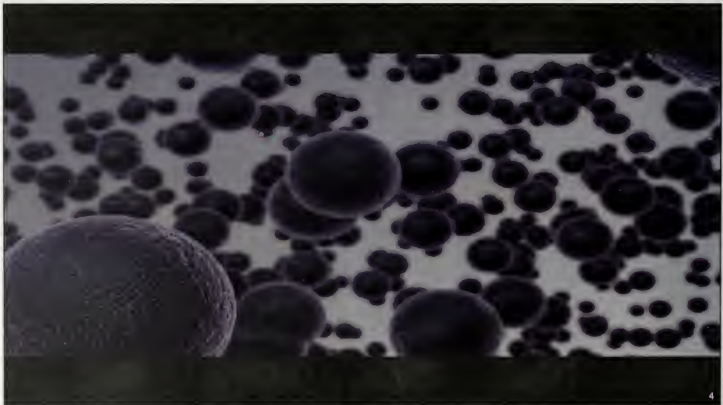
Why are these six important? (Shaping the workforce) (Inform each skill emerges, the sustainability and placement have influence when there are particular technology (the placement of each of the skills)

Green: (Innovative skills that will reshape the workforce)

Orange: (Skill needed in the future workforce)



HSF



Emerging technologies are creating new
ways of **getting things done**

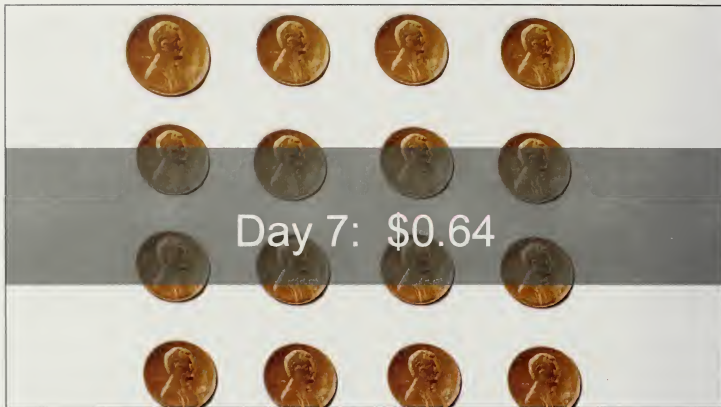
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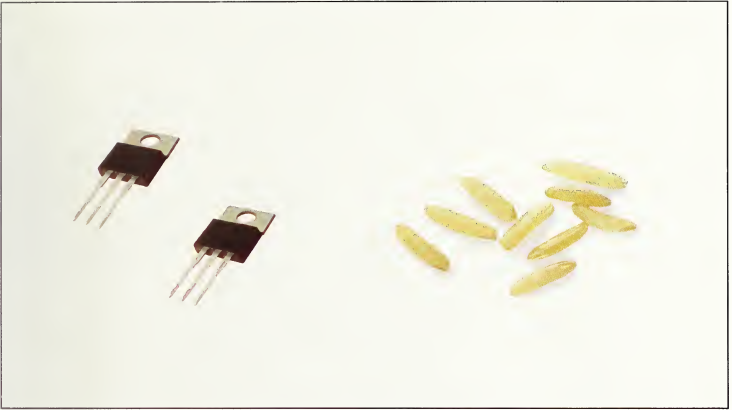
Gordon Moore
Co-founder, Intel



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6













GROUPON

**KICK
STARTER**

Use emerging technologies to:
**activate, deactivate & reconfigure
resources**

where they are needed &
when they are needed



19

oDesk

PHP/MySQL/DHTML/Ajax Developer/Project Manager | Russia

Evgeny M.



(5.00)

[8 feedbacks](#)

Rate: **\$33.33/hr**

Hours: **9,801**

Overview:

[\(more\)](#)

Team of very experienced developers. Primary skills: php, ajax,

Skills: [\(more\)](#) AJAX, C/C++/Win32SDK, CSS, HTML/DHTML, MS-SQL, MySQL, Perl, PHP, ...

Tests Passed: 8

Last Active: 06/29/09

Java/J2EE/EMC Documentum Developer | Ukraine

Alexander Z.



(5.00)

[5 feedbacks](#)

Rate: **\$30.00/hr**

Hours: **9,232**

Overview:

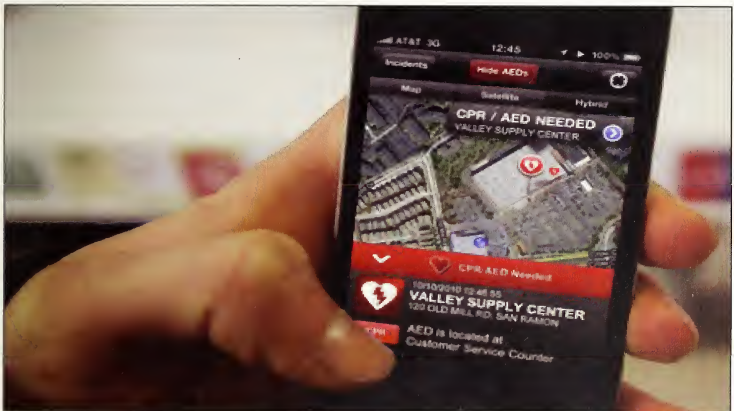
[\(more\)](#)

Summary: Work more than 5 years as a Software Developer and a

Skills: [\(more\)](#) Access, ActiveX, ASP.NET+ADO, Delphi, HTML/DHTML, J2EE, JFC, JSP, ...

Tests Passed: 2

Last Active: 06/24/09



Are “**jobs**” the right way to think about
work moving forward?

25



Exploring the **Future** of Work Skills

Devin Fidler | **Research Director**
INSTITUTE FOR THE FUTURE

 INSTITUTE FOR THE FUTURE

Email: DFidler@iftf.org

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The

June 25, 2014

Meeting of the

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

WISF Members Present

Tiffany Apczynski, Zendesk
Brenda Barnes, Autodesk
Donna Kotake (for Micki Callahan), San Francisco Department of Human Resources
Kevin Carroll, Hotel Council of San Francisco
Malia Cohen, San Francisco Board of Supervisors
Melissa McDermott (for Jeanine Cotter), Luminalt
Ted Egan, City of San Francisco
David De La Torre (for Ramon Hernandez), Laborers, Local 261
Ximena Delgado, Bank of America
Tim Donovan, IBEW Local 6
Radhika Fox (for Juliet Ellis), San Francisco Public Utilities Commission
Aaron Chrisco (for Ebony Frelix), Salesforce.com
Paul Giusti, Recology
Jennifer Hermann, University of California, San Francisco
David Johnson, Plasterers and Cement Masons Local 300
Katy Johnson, Wells Fargo
Armie Morgan (for Charles Lavery), Operating Engineers Local 3

WISF Members Absent

Celeste Alleyne, Microsoft
Julina Bonilla, Job Corps of Northern CA, Outreach and Admissions
Diane Easterwood, Kaiser Permanente
Jeff Fanselow, CBS Interactive
Naomi Kelly, Office of the City Administrator
Manuel Flores, Carpenters Local 22
Sylvia Kwan, Kwan-Henmi Architecture/Planning
Leslie Lerude, Kimpton Hotels

Kent Lim, Kent Lim Construction
Co. Andrew Lindsay, Jawbone
Sharon Zimmern (for Laura Moran), San Francisco Unified School District
Brian Morton, Webcor Builders Barbara Morrisette, Dignity Health
Roxanne Murray, Family Service Agency
Bob Nibbi, Nibbi Bros. Construction
Tony Lugo (for Trent Rhorer), Human Services Agency
Jonathan Maddox (for Toni Rucker), Department of Public Health, San Francisco Health Network
Karey Santilena (for Darlene Rutkowski), Department of Rehabilitation
Kelley Shihadeh, Starbucks
Barbara Smith, San Francisco Housing Authority
David Tam (for Jorge Tapia), Employment Development Department
Susan Lamb (for Dr. Arthur Tyler), City College of San Francisco
Anthony Urbina, Sheet Metal Workers Local 104
Sandy White, LinkedIn

Rebecca Miller, SEIU-United Healthcare West
Alphonso Pines, UNITE HERE Local 2
Tom Quigley, Riverbed Technology
Sam Rodriguez, KSR Strategy Group
Ruben Santana, Rubecon Construction
Rodrigo Santos, Santos & Urrutia Structural Engineering
Ontario Smith, PG&E
Egon Terplan, SPUR

GOVERNMENT
DOCUMENTS DEPT

SEP 19 2014

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OEWD Staff & Notables

Laurel Arvanitidis, Director of Business Development
Greg Asay, Senior Workforce Analyst
Emylene Aspillá, Strategic Initiatives Director
Marissa Bloom, Executive Assistant
Armina Brown, Administrative Assistant
Nikki Ford, Business Services Specialist
John Halpin, Program Operations Director
Janan Howell, Senior Workforce Development Specialist
Pat Mulligan, CityBuild Director

Thomas Myers, Deputy Director of Workforce Development
Lowell Rice, Business Services Specialist
Todd Rufo, Director, OEWD
Lupine Seran, Workforce Innovation Project Manager
Rhonda Simmons, Director of Workforce Development

Public

(As Evidenced by the Sign-In Sheet)

Gelila Abdulkadir, GEO Group
DJ Brookter, YCD
Krista Cannelakis, Mayor's Innovation Office
Tammy Chen, MHH
Kim Coulthurst, Pathways Consultants
Jasmine Dawson, DCYF
Terri Feeley, Consultant
Troy Henry, Goodwill Industries
Kevin Hickey, JVS
Ruth Kavanagh, EDD, Labor Market Info
Marty Lao, IFTF

Saidah Leatutufu, YCD
Daniel Michael, Bio-Link, CCSF
Linda Palmquist, EDD WSD
Ursula Siataga, United Playaz
Eric Sloan, JUMA
Abby Snay, JVS
Earnest Sweat, Reset Foundation
Beth Urfer, JVS
Jorge Villalobos, EDD-LMID
Winnie Yu, Self-Help for the Elderly
Daniel B(illegible), MLVS

Roll Call

Kevin Carroll, interim WISF Chair, called the meeting to order at 9:02 A.M.

Mr. Carroll reminded members that the former Chair, Rob Black, has resigned from the Board. He announced that Mayor Lee has appointed him as acting chair until such time as a new Chair is elected.

Adoption of the Agenda
(Action Item)

On motion, seconded and carried, the agenda was unanimously adopted.

Approval of Minutes from March 19, 2014
(Action Item)

On motion, seconded and carried, the minutes of the March 19, 2014 WISF meeting were unanimously approved. Kevin Carroll invited WISF members to introduce themselves.

Director's Report
a. Programs/Sectors Update

Mr. Carroll invited Rhonda Simmons to deliver the Director's Report.

(Discussion Item)

Election of a new WISF Chair

Ms. Simmons shared the criteria and duties for the new Chair, and outlined the process for voting in the new Chair. She announced that nominations are to be offered verbally at this meeting or emailed to her assistant, Marissa Bloom, by September 3rd.

Paul Giusti, Recology, nominated Kevin Carroll to become the new Chair.

WISF Membership

Ms. Simmons announced that the Mayor is reviewing appointments and that OEWD would be contacting members in the near future to gauge members' interest in

continuing on the Board.

Declining Unemployment

Ms. Simmons discussed the challenges to addressing the needs of those with the highest barriers to employment. She shared that the adverse effect of the declining unemployment rate is the decrease in Workforce Investment Act funding.

TechSF

To date, 250 TechSF graduates have been placed in paid employment, and another 100 have been placed in internships.

Hospitality

Ms. Simmons shared that OEWD has continued to work closely with the hotel and restaurant associations and several other WISF members to increase opportunities for Hospitality Initiative participants.

Healthcare

Ms. Simmons shared that handful of hospitals are in some phase of construction, which has increased opportunities in both the construction and health care employment pipelines. Ms. Simmons announced that the HealthCare Academy would graduate another class on June 26.

City College and the School District

Ms. Simmons shared that OEWD is working closely with both institutions to make sure that sector training programs are capturing candidates earlier on in their career path.

EDD Job Fair

Ms. Simmons welcomed David Tam, EDD, to make an announcement about an upcoming job fair targeting veterans. Mr. Tam invited WISF members to join as sponsors or to table at the event, which will take place:

Honor a Hero Job and Resource Fair

Date: Wednesday, November 12

Time: 10:00AM-2:00PM

Location: Cow Palace, San Francisco

Legislative Updates

Ms. Simmons shared brief highlights on changes to Chapter 30 and the federal reauthorization of WIA.

Construction

Ms. Simmons welcomed Pat Mulligan to provide an update on the local construction sector. Pat Mulligan presented on active and upcoming projects in the construction pipeline.

Discussion followed.

designed to help the City meet three overarching goals:

- Create job opportunities by building on our strengths to promote greater overall economic growth.
- Ensure greater inclusion and equity in job opportunities, with an aim to reducing inequality.
- Ensure a sound fiscal footing for the City by encouraging industries with a positive fiscal impact.

Discussion followed.

**Presentation: The Future
of Work**

Devin Fidler from Institute for the Future presented on how new technologies will impact the future workforce system.

(Discussion Item)

Discussion followed.

**Public Comment
(Discussion Item)**

Kevin Carroll called for public comment.

Daniel Michael, City College of San Francisco, shared that it would be great to develop an app that notifies jobseekers of available positions in real time.

**Adjournment
(Action Item)**

Mr. Carroll called for a motion to adjourn the meeting. On motion, seconded and carried, the meeting was adjourned at 10:56 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

GOVERNMENT
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SEP 12 2014

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PUBLIC LIBRARY

Date: Wednesday, September 17, 2014
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5th Floor San Francisco, CA 94103 during regular office hours and can be reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

AGENDA APPEARS ON PAGE 3

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163
E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

RINGING AND USE OF CELL PHONES

The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

LOBBYING ACTIVITY

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website:

<http://www.sfgov.org/ethics>

Issued: Friday, September 12, 2014

ACCESSIBLE MEETING POLICY

1. The meeting will be held at the Hotel Whitcomb, Grand Ballroom, 1231 Market Street (between 8th and 9th Streets) San Francisco, CA 94103. The room is wheelchair accessible and has accessible seating for persons with disabilities and those using wheelchairs.
2. The closest accessible BART station is Civic Center. Accessible MUNI lines serving this location are: #14/14L Mission, #19 Polk St, #71 Haight/Noriega, #5 Fulton, #21 Hayes, # 6 Parnassus, #9/9L San Bruno, the F Line to Market and 9th Street and any line serving the Metro Stations at Civic Center. For more information about MUNI accessible services, call 415-673-6142.
3. There is limited onsite parking available at Hotel Whitcomb, and rates vary by day. If you require parking for this event, please call the Hotel Whitcomb Catering department at 415-487-4439 at least 72 hours in advance.
4. Requests for language interpreters at a meeting must be received at least 72 hours in advance of the meeting to help ensure availability.
5. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
6. Assistive listening devices are available. Agendas are available in large print. Materials in alternative formats, ASL interpreters, real-time captioning and other accommodations will be made available upon request. Please make your request for alternative format or other accommodations, to Marissa Bloom at 415-701-4848 or via e-mail at workforce.development@sfgov.org. Providing at least 72 hours' notice prior to the meeting will help to ensure availability.



AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

WEDNESDAY, SEPTEMBER 17, 2014
9:00 – 11:00 AM
HOTEL WHITCOMB
1231 MARKET STREET
SAN FRANCISCO, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Welcome New WISF Members (<i>Discussion Item</i>)
3. Approval of Minutes from June 25, 2014* (<i>Action Item</i>)
4. Election of WISF Chair* (<i>Action Item</i>)
5. Director's Report (<i>Discussion Item</i>) • Programs/Sectors Update
6. Presentation: Expanding Apprenticeships (<i>Discussion Item</i>)
7. Presentation: Workforce Innovation & Opportunity Act (WIOA) (<i>Discussion Item</i>)
8. Public Comment (<i>Discussion Item</i>)
9. Adjournment (<i>Action Item</i>)

Please Note: Public Comment will be taken throughout the meeting. Each member of the public will be allotted no more than 3 minutes to speak on each item.

KEY

***Materials Included:**

- Draft minutes from June 25, 2014 meeting
- Election of WISF Chair Memo – June 2014



OFFICE OF ECONOMIC AND WORKFORCE DEVELOPMENT
WORKFORCE DEVELOPMENT DIVISION
MEMORANDUM

DATE: June 18, 2014

TO: Members of the Workforce Investment San Francisco Board

FROM: Rhonda Simmons, Director of Workforce Development

RE: Nomination & Election Process of WISF Chairperson

As you know, after five years on the WISF, including over four years as Chairperson, Rob Black has resigned from the WISF. I am pleased to report that Mayor Lee has asked current WISF member Kevin Carroll to serve as acting Chairperson for our upcoming June 25 meeting.

At this meeting, we will begin the process to elect the WISF Chairperson. Below is information that explains this process.

Nomination Process and Election of the Chairperson

Section 4.2 of the WISF Bylaws delineates the following regarding the election and role of the Chairperson.

- a. The Chairperson shall be elected by the LWIB¹, from among the members described in Section 3.2a². The Chairperson shall preside at all meetings of the Executive Committee and the LWIB.
- b. The CLEO³ and Chairperson shall make all appointments to Executive Committee, and the Youth Council, the authority for which is not otherwise designated in the Act. The Chairperson shall make appointments to other committees.
- c. The Chairperson shall serve as an ex-officio member of all committees, with full voting privileges.
- d. The Chairperson shall approve signatories for bank accounts and contracts.

Eligibility Criteria for Who May be Elected Chairperson

In accordance with Section 4.2 of the Bylaws of the WISF and Sec 117(b)(5) of the Workforce Investment Act, the Chairperson must be elected from among the following members:

¹ Local Workforce Investment Board; in San Francisco, the WISF

² Representatives of business in the local area

³ Chief Local Elected Official; in San Francisco, the Mayor

Representatives of business in the local area who:

1. Are owners of businesses, chief executives or operating officers of businesses and other executives or employees with optimum policy-making or hiring authority;
2. Represent businesses with employment opportunities that reflect the employment opportunities of the local area;
3. Are appointed from among individuals nominated by local business organizations and business trade organizations.

Nomination of the Chairperson

At the June 25 meeting, I will solicit nominations for the WISF Chairperson. Any member present at the meeting may nominate any current member of the WISF who meets the eligibility criteria specified above. Nominations will be made verbally during open session. In addition, any WISF member may submit a written nomination (by letter or email) to my Executive Assistant, Marissa Bloom, by September 3, 2014 – two weeks prior to our next regularly scheduled WISF meeting.

Election of the Chairperson

Elections for the Chairperson will be held at the September 17 meeting of the WISF. At this meeting, nominees may accept or decline the nomination. The Secretary of the WISF will call for a vote by secret ballot. Nominees must be present at the time of election, or his/her nomination will automatically will be deemed forfeited.

Workforce Development Division

Program Report
July 2013 to June 2014

Sector Access Points



CityBuild



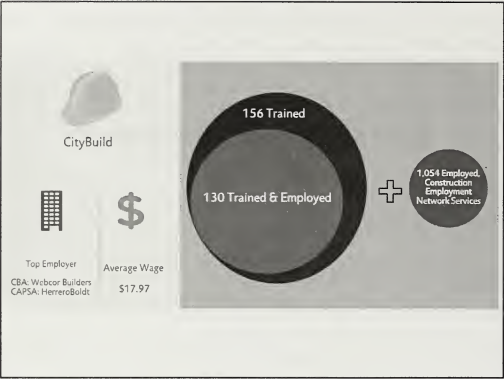
HealthCare Academy

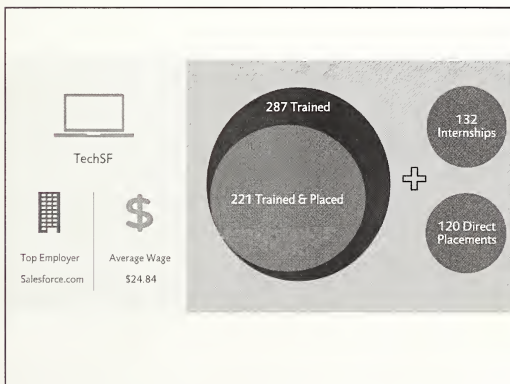
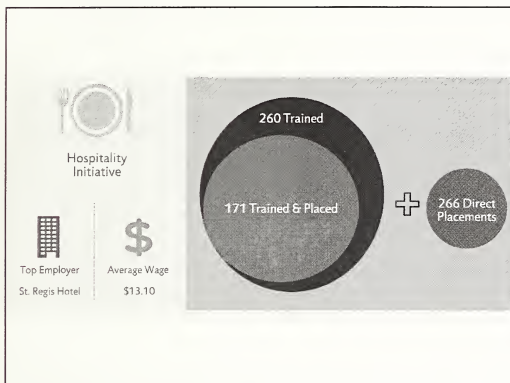


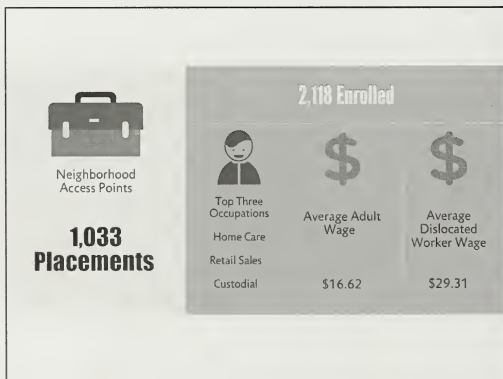
Hospitality Initiative

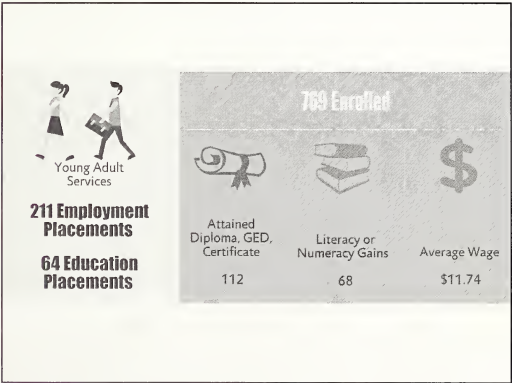
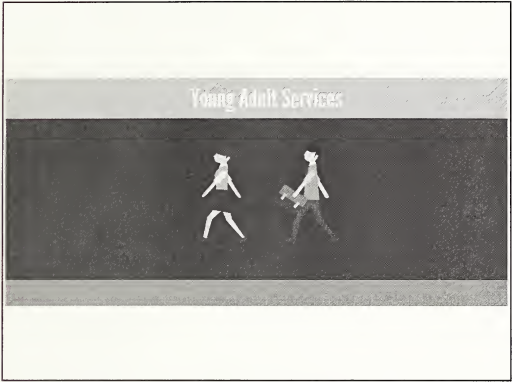


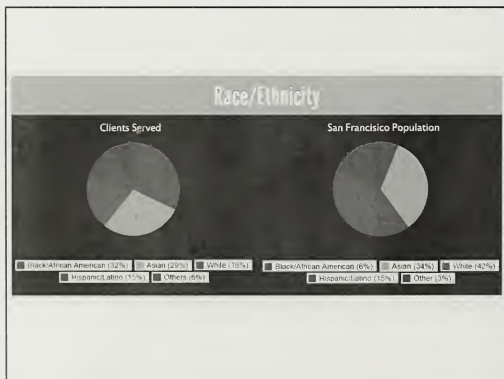
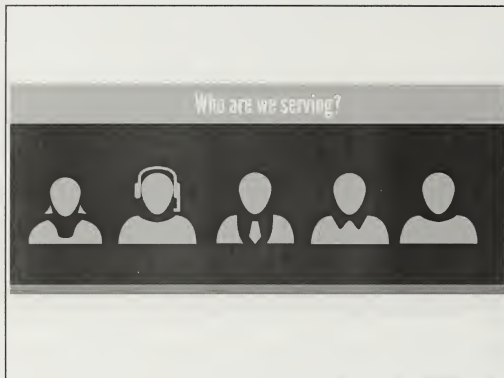
TechSF

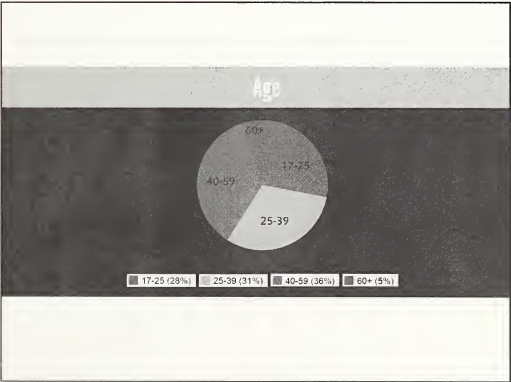
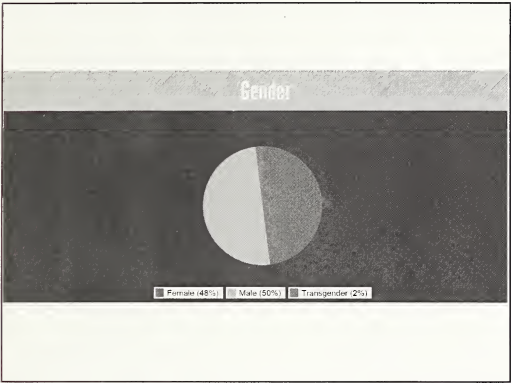


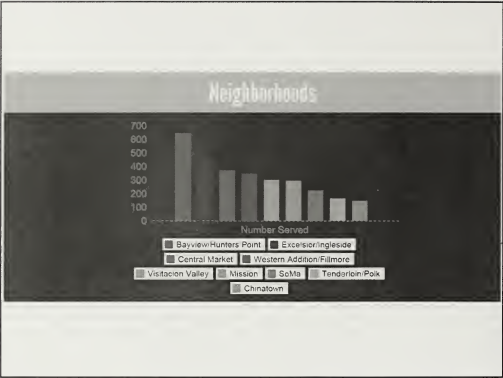














Workforce Innovation & Opportunity Act (WIOA)

Presentation Outline

- I. Background
- II. Programs Authorized
- III. Notable Changes to Current Law
- IV. Funding
- V. Key Implementation Dates
- VI. Further Resources

Background & Programs Authorized



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I. Background

- Following passage in Congress by a wide bipartisan majority, the Workforce Innovation and Opportunity Act (WIOA) was signed into law by President Obama on July 22, 2014
- WIOA is the first legislative reform in 15 years of the public workforce system
- WIOA supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973
- WIOA will be in effect for the next five years (2015-2020)

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II. Programs Authorized

- Four Core Programs
 - Adult, Dislocated Worker, and Youth formula programs administered by the Department of Labor (DOL)
 - Adult Education and Literacy programs administered by the Department of Education (ED)
 - Wagner-Peyser Employment Service program administered by DOL
 - Programs under title 1 of the Rehabilitation Act that provide services to persons with disabilities administered by the ED
- Job Corps, YouthBuild, Indian & Native American programs, Migrant & Seasonal Farmworker programs

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Notable Changes to Current Law - Boards



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III. Notable Changes to Current Law

State Workforce Investment Boards

- Requires a single, 4-year Strategic State Plan across the four core programs authorized under WIOA
- States are required to identify economic regions within their state, and local areas are to coordinate planning and service delivery on a regional basis

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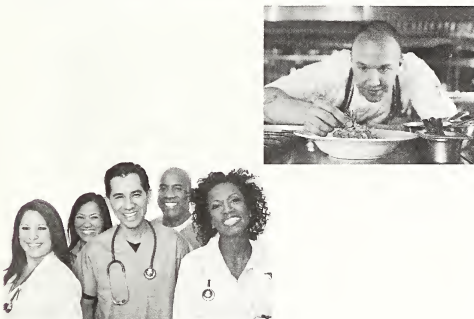
III. Notable Changes to Current Law

Local Workforce Investment Boards

- Fewer mandated members, allowing for smaller workforce investment boards (as few as 19 members)
 - Eliminates WIA requirement that all One-Stop programs are represented; WIOA only requires representatives of core programs
- Retains business chair and business majority
- Twenty percent representatives of the workforce (labor organizations and apprenticeship programs)
- Youth Councils are no longer required

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Notable Changes to Current Law - Programs



III. Notable Changes to Current Law

Programmatic Focus

- Regional Collaboration
- Industry and Sector Partnerships
- Career Pathways, including integrated or contextualized ABE, ESL, and occupational training
- Work-Based Training, including incumbent worker training, Registered Apprenticeship, transitional jobs, on-the-job training, and customized training

III. Notable Changes to Current Law

Adult & Dislocated Worker Services

- American Job Center (Access Points) delivery system essentially unchanged
- WIA core and intensive services merged into a new category of career services, clarifying that there is no required sequence of services before enrollment in training

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III. Notable Changes to Current Law

Adult Performance Measures

- Establishes common measures for adults across the four core programs authorized under the bill, including:
 - Unsubsidized employment
 - Employment retention
 - Median earnings
 - Receipt of a secondary diploma or recognized postsecondary credential
 - Measurable skills gains toward a credential or employment
 - Employer engagement

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Notable Changes to Current Law - Youth



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III. Notable Changes to Current Law

Youth Services

- WIOA expands the current set of program elements, including:
 - Expanded paid and unpaid work experiences (employment, pre-apprenticeship programs, internships, job shadowing, and on-the-job training)
 - Education offered concurrently and in the same context as workforce preparation activities and training
 - Financial literacy education
 - Entrepreneurial skills training

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III. Notable Changes to Current Law

Youth Eligibility

- Establishes separate eligibility requirements for out-of-school and in-school youth
- Raises the eligible age for out-of-school youth to 16 through 24 years old; in-school youth age eligibility continues to be ages 14-21
- Removes income eligibility requirements for most out-of-school youth
- In-school youth must be "low income" but the definition is broadened (e.g. eligible for free or reduced price lunch; live in a "high poverty area")

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III. Notable Changes to Current Law

Youth Funding

- Requires 75% of youth funding to support out-of-school youth (currently 30%)
- At least 20% of youth funding must be used for work experiences such as summer jobs, pre-apprenticeship training, on-the-job training, and internships that have academic and occupational education as a component

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III. Notable Changes to Current Law

Youth Performance Measures

- Establishes a similar set of common measures across all youth-serving programs authorized under the bill, including:
 - Placement in employment or education/training activities
 - Median earnings
 - Attainment of recognized postsecondary credential, a secondary school diploma, or its recognized equivalent
 - Measurable skills gains toward a credential or employment

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III. Notable Changes to Current Law

Individuals with Disabilities

- State and local plans are to describe how the American Job Center delivery system will comply with the nondiscrimination requirements regarding physical and programmatic accessibility of facilities, programs, services, technology and materials
- Includes individuals with disabilities in the definition of individuals with barriers to employment
- Youth with disabilities receive extensive pre-employment transition services to obtain and retain competitive integrated employment

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Funding – Implementation – Resources



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IV. Funding

- According to data from the National Skills Coalition, the funding for Workforce Investment Act programs fell from \$4.7 billion in 2000 to less than \$3 billion today
- WIOA authorizes appropriations for each of Fiscal Years 2015 – 2020; the levels increase a total of 17% over that time period
- Funding amounts authorized in the Act remain subject to the annual Congressional appropriations process
- WIOA eliminates 15 existing federal training programs—including WIA incentive grants, WIA Pilots and Demonstration Projects, and the Workforce Innovation Fund (WIF)

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V. Key Implementation Dates

Dates	Required Actions
January 18, 2015	DOL, ED, and Health & Human Services (HHS) must publish Notices of Proposed Rulemaking to implement WIOA
July 1, 2015	Provisions take effect, unless otherwise noted in WIOA *WIA State and local plan provisions continue to apply for 1 st full program year *Current performance accountability system remains in effect for 1 st full program year
January 22, 2016	DOL, ED, and HHS must publish final rules to implement WIOA
June 30, 2016	DOL and ED must develop performance indicator relating to effectiveness in serving employers
July 22, 2018	Independent evaluation of the programs and activities authorized in WIOA is completed (once every 4 years)

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VI. Further Resources

- www.doleta.gov/WIOA
- www.nationalskillscoalition.org

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APPRENTICESHIP & WIBs: Expanding the Partnership

Diane Ravnik, Chief
Division of Apprenticeship Standards
dravnik@dir.ca.gov

What is Registered Apprenticeship?

- Proven (Globally; California 75th Anniversary)
- Structured/ Supervised/Monitored/Certificated
- “Earn & Learn” Model -- 2 components:
 - Paid, structured OJT (graduated wages)
 - Post-Secondary Classroom Instruction (thru CCCC)
- Demand/Job-Driven training to meet specific Employer needs -- Customized, Flexible
- Over 1000 “Apprenticeable Occupations”
- At NO Cost to the Apprentice

What is DAS?

- L.C. 3073: “foster, promote and develop the welfare of the apprentices and industry”
- Our dual mission – Meet employer needs for a skilled workforce; “set a young worker on an upward trajectory for life” – Pres. Obama
- Designs customized training programs – incorporating employer-determined skill sets learned on-the-job with post-secondary RSI
- Issues nationally-recognized certificates

Background

Building on the Apprenticeship – WIA Foundation

- “Encouraging Enhanced Partnerships & Collaboration – between Workforce Investment System & Registered Apprenticeship Programs” **TEN # 44-11** (May 10, 2012)
- “Leveraging Registered Apprenticeship as a Workforce Development Strategy for the Workforce Investment System” **TEGL # 02-07** (July 12, 2007)
- “Vision for 21st Century Apprenticeship” **TEN #17-06** (November 22, 2006)

Background

- **White Paper**, commissioned by Advisory Committee on Apprenticeship (ACA) DOL/ETA --

“Partnering for Success: Recommendations to Facilitate Greater Collaboration between the Registered Apprenticeship & Public Workforce Systems”

- **California – AB 554** -- CWIB & WIBs shall ensure programs funded by WIA, directed to “apprenticeable occupations,” conducted in coordination with DAS-approved apprenticeship programs.

Center for American Progress: “Training for Success: A policy to Expand Apprenticeships in the US”

“Expanding the use of this highly effective training model can help our nation meet the demand for skilled workers, create pathways to well-paying careers for young workers, and give American businesses a competitive edge in the global marketplace.”

Apprenticeship in the News 2014

- “Apprenticeships could help U.S. workers gain a competitive edge”
- “Apprenticeships help close the skills gap.”

-- THE WALL STREET JOURNAL

New Emphasis on Apprenticeship

President Obama State of the Union:

(January 2014)

“Train Americans with the skills employers need, and match them with good jobs that need to be filled right now. That means more on-the-job training and *more apprenticeships.*”

New Emphasis on Apprenticeship

- FY 2015 federal budget sets a goal to *double the number of apprenticeships* in 5 years
- Established RACC – “Registered Apprenticeship College Consortium”
- Industry-driven job training. No more “train and pray.” -- DOL Secty Perez
- “Ready to Work: Job-Driven Training and American Opportunity” -- VP Joe Biden July 2014; issued same day as WIOA

\$100 Million

“American Apprenticeship Grants”

- **Goal:** To *dramatically expand* Registered Apprenticeship Programs around the country
- **How:** \$100 million H-1B funds – to stimulate *partnerships* -- that help more workers participate in registered apprenticeship.
- **When:** Solicitation for proposals to be issued October 2014; Awarded in Winter 2014/2015

Targeted Industries

- Industries experiencing skills shortages, evidenced by their use of H-1B visas
- Including, but not limited to:
 - Healthcare**
 - Manufacturing**
 - Information Technology (IT)**

Who are Eligible Partners?

- Employers
- Industry Associations
- Training Providers
- Community Colleges
- Labor Organizations
- State & Local Governments
- WIBs
- Non- Profits & Faith-Based Organizations

In California

- All apprenticeship programs on ETPL;
- Prop 39/CWIB-funded 7 regional “MC3” Pre-apprenticeship programs – including SF
- AB 554 established partnership
- All 25 DAS field staff assigned to interface with all 49 local WIBs, provide development assistance -- including SF Office

We want to help you succeed!

Through the new “**American Apprenticeship Grants**” or otherwise –

The **California Division of Apprenticeship Standards (DAS)** are WIB partners and on-going resources to all state and local WIBs -- to meet employers needs for skilled workers and assist WIB efforts to place, train and *simultaneously employ* workers.

New **WIOA** increases/enhances Apprenticeship-WIB partnerships through emphasis on “Earn & Learn” & “Job-Driven Training.”

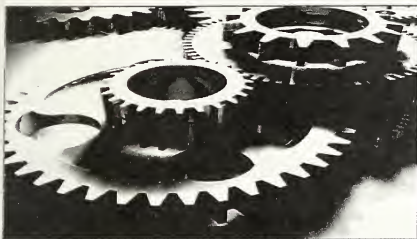
Contact DAS San Francisco Office -- 415-703-1128

Division of Apprenticeship Standards

DAS@dir.ca.gov

www.dir.ca.gov/DAS

Apprenticeship: *Setting the Gears in Motion*



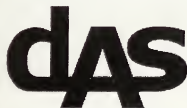
A skilled workforce is key to a company's ability to remain competitive. An employer run apprenticeship training program provides a more flexible work force because of greater employee skills, instills employee loyalty, and creates upward mobility opportunities and reduces labor turnover.

The employer determines the skills to be mastered and supervises the on-the-job training component of the apprenticeship program – thus customizing the training to each employer's specific needs.

DAS works with employers to establish apprenticeship training programs in a wide variety of industries and occupations. (In fact, there are over 1,000 "apprenticeable occupations!")

Whether in manufacturing, healthcare, IT, transportation, energy, construction or other occupations, DAS has the apprenticeship training program needed to eliminate the "skills gap" between workers seeking employment and the skilled workforce employers need to maintain, replenish and grow their business.

Apprenticeship programs qualify for a wide variety of subsidized training assistance.



**California Division of
Apprenticeship Standards**

**Contact the Senior
Apprenticeship
Consultant in a DAS
Local Office Near You**

District Offices:

Fresno (559) 445-5431
2550 Mariposa Mall, room 3080
Fresno, CA 93721

Los Angeles (213) 576-7750
320 West 4th Street, suite 830
Los Angeles, CA 90013

Sacramento (916) 928-6800
160 Promenade Circle, Suite 320
Sacramento, CA 95834

San Diego (619) 767-2045
7575 Metropolitan Drive, suite 209
San Diego, CA 92108

San Francisco (415) 703-1128
455 Golden Gate Avenue, 9th floor
San Francisco, CA 94102

San Jose (408) 277-1273
100 Paseo de San Antonio, room 125
San Jose, CA 95113

**DAS@dir.ca.gov
www.dir.ca.gov/DAS**

5 Steps

to Developing and Maintaining a Skilled Workforce:

DAS Consultants will help you:



Step 1: Determine Your Needs and Program Structure

Whether you have a large or small business, apprenticeship can work for you. Apprenticeship can be a single employer, an association of employers, or a jointly administered program by labor and management. No matter your business type, we will help you succeed!

Step 2: Define Occupation and Determine Essential Job Skills

Your business defines the occupation that fits your business needs. You analyze the job and detail the essential work processes for mastery of the trade.

What occupation(s) does your business need to fill? What specific "skill sets" and/or certifications do you want these employees to have? How many hours of supervised on-the-job training is necessary to acquire proficiency/ mastery of those skills?

Step 3: Identify Educational Partners and Desired Classroom Component of Training

Every registered apprenticeship program involves both on-the-job training and related classroom instruction (RSI). Local DAS consultants have relationships with local educational providers in your area who can help you design and approve necessary curriculum and provide the requisite classroom instruction – usually at no cost to the program or individual apprentices.

Step 4: Establish Apprenticeship Program Standards

The "Apprenticeship Standards" are the basic governing and guidance document for your apprenticeship program. The Apprenticeship Standards include such things as selection procedures; wages to be paid at various levels of skill acquisition (so that apprentice wages are commensurate with the skills they possess); procedures for advancing apprentices to the next level; and ultimately, graduation requirements – including academic credit and any desired certifications.

Step 5: Submit for Approval

Through the process, the Division of Apprenticeship Standards will assign your business a consultant to help you with the development of your training program. The apprenticeship consultant helps facilitate program development, designs and organizes its components, facilitates recruitment, and provides guidance with State laws, rules, and regulations. This service is free to all interested and prospective apprenticeship program sponsors.



California Division of
Apprenticeship Standards

"Earn While You Learn"

www.dir.ca.gov/das

das@dir.ca.gov

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Draft Minutes Of The
September 17, 2014
Meeting of the

Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb
1231 Market Street, San Francisco, CA 94103

GOVERNMENT
DOCUMENTS DEPT

DEC - 5 2014

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WISF Members Present

Brenda Barnes, Autodesk
Gwyneth Borden, Golden Gate Restaurant
Association
Kevin Carroll, Hotel Council of San
Francisco
Aaron Chrisco, Salesforce.com
Jeanine Cotter, Luminalt
Diane Easterwood, Kaiser Permanente
Ted Egan, City of San Francisco
Jeff Fanselow, CBS Interactive
John Doherty, IBEW Local 6
Paul Giusti, Recology
Jennifer Hermann, University of California,
San Francisco
David Johnson, Plasterers and Cement
Masons Local 300
Katy Johnson, Wells Fargo
Bill Barnes (for Naomi Kelly), Office of the
City Administrator
Harwell Lang, Jr., Job Corps
Charles Lavery, Operating Engineers Local
3
Andrew Lindsay, Jawbone
Tony Lugo (for Trent Rhorer), Human
Services Agency

Rebecca Miller, SEIU-United Healthcare
West
Laura Moran, San Francisco Unified
School District
Brian Morton, Webcor Builders
Roxanne Murray, Family Service Agency
of San Francisco
Tom Quigley, Riverbed Technology
Sam Rodriguez, KSR Strategy Group
Toni Rucker, San Francisco Department
of Public Health
Darlene Rutkowski, Department of
Rehabilitation
Ruben Santana, Rubecon Construction
Rodrigo Santos, Santos & Urrutia
Structural Engineering
Barbara Smith, San Francisco Housing
Authority
Jorge Tapia, Employment Development
Department
Arthur Tyler, City College of San
Francisco
Danny Campbell (for Anthony Urbina),
Sheet Metal Workers Local 104
Sandy White, LinkedIn

WISF Members Absent

Celeste Alleyne, Microsoft
Tiffany Apczynski, Zendesk
Micki Callahan, San Francisco Department
of Human Resources
Malia Cohen, San Francisco Board of
Supervisors
Ximena Delgado, Bank of America
Juliet Ellis, San Francisco Public Utilities
Commission
Ebony Frelux, Salesforce.com

Manuel Flores, Carpenters Local 22
Ramon Hernandez, Laborers, Local 261
Sylvia Kwan, Kwan-Henmi
Architecture/Planning
Kent Lim, Kent Lim Construction Co.
Bob Nibbi, Nibbi Bros. Construction
Kelley Shihadeh, Starbucks
Ontario Smith, PG&E
Egon Terplan, SPUR

OEWD Staff & Notables

Greg Asay, Senior Workforce Analyst
 Emylene Aspilla, Director of Strategic Initiatives
 Cara Binder, Workforce Development Specialist
 Marissa Bloom, Executive Assistant
 Armina Brown, Administrative Assistant
 Alfredo Fajardo, Senior Workforce Development Specialist
 Monique Forster, Senior Workforce Development Specialist
 John Halpin, Program Operations Director
 Aileen Hernandez, Senior Workforce Development Specialist
 Janan Howell, Senior Workforce Development Specialist

Patrick Mitchell, TechSF Program Manager
 Pat Mulligan, CityBuild Director
 Thomas Myers, Deputy Director of Workforce Development
 May Ng, Business Services Specialist
 Lowell Rice, Business Services Specialist
 Rhonda Simmons, Director of Workforce Development
 Dae Son, Workforce Development Specialist
 David Taylor, Senior Workforce Development Specialist
 Liz Taylor, Administrative Aide

Public

(As Evidenced by the Sign-In Sheet)

Eddie Ahn, Brightline
 Jen Anderson, The Reset Foundation
 Joshua Arce, Brightline
 DJ Brookter, YCD
 Torrance Bynum, CCSF
 Diva Conrad, CCSF
 Lisa Countryman, JVS
 Raul Galvan, DAS
 Patricia Garcia, US DOL/ETA/OA
 Amanda Gerrie, Pathways Consultants
 Troy Henry, Goodwill
 Kasimira Hohbach, Wells Fargo
 Susan Lamb, City College of San Francisco
 Saidah Leatutufu, YCD
 Mike Longenay, DOL
 Suzette Love, Port

Daniel Michael, Thrive-Ability Bio-Link
 Virginia Parras, CCSF
 Robert Posadas, Wells Fargo
 Joe Ramirez, PRC
 Jenn Ratliff, USF
 Diane Ravnick, DAS
 Adam Rogers, BAMA
 Dorick Scarpelli, 5 Keys Charter School
 Erica Sklar, AND
 B. Urfer, JVS
 Aida Villagrancia, WBM
 Jorge Villalobos, EDD
 Lily Wong, CUHJ
 Winnie Yu, Self-Help for the Elderly
 Daniel (illegible), MLVS
 Wyu, Me, Myself and I

Roll Call

Kevin Carroll, interim WISF Chair, called the meeting to order at 9:07 A.M. Mr. Carroll welcomed new members Gwyneth Borden, John Doherty, Harwell Lang and Aaron Chrisko to the Board, and invited all WISF members to introduce themselves.

Adoption of the Agenda
(Action Item)

On motion, seconded and carried, the agenda was unanimously adopted.

Approval of Minutes from June 25, 2014
(Action Item)

On motion, seconded and carried, the minutes of the June 25, 2014 WISF meeting minutes were unanimously approved.

Election of WISF Chair
(Action Item)

Rhonda Simmons reminded members of the process for electing a new Chair, as well as the criteria that the proposed Chair must meet. She noted that nominations were accepted two ways -- either at the June 25 meeting or via an email to her assistant, Marissa Bloom, by September 3.

Ms. Simmons conducted a vote by secret ballot. At the conclusion of the vote, the Board unanimously instated Kevin Carroll as the Chair of the WISF.

Mr. Carroll expressed his gratitude to the board.

Director's Report

a. Programs/Sectors Update

(Discussion Item)

Mr. Carroll invited Rhonda Simmons to deliver the Director's Report.

CPMC Development

Ms. Simmons shared that California Pacific Medical Center (CPMC) currently has a new facility in development and OEWD is working closely with CPMC to meet their hiring obligations for construction and end use positions.

TechSF

The tech sector continues to offer the highest-paying opportunities, and the industry remains strong. OEWD has seen increasing representation of women and minorities in the industry, and the challenge continues around how to get lower-skilled workers into the industry.

Continued Challenges: Middle Skills Gap and Affordability

With unemployment at a low (4.5%), OEWD continues to be challenged with finding enough workers who are sufficiently trained to fill middle skills jobs, in tech and health care in particular. As the majority of placements fall in the entry-level/low wage range, our workforce continues to struggle to afford to live in the City.

Construction

Ms. Simmons welcomed Pat Mulligan, CityBuild Director, to provide an update on the local construction sector. Pat Mulligan presented on active and upcoming projects in the construction pipeline.

OEWD Program Update

Ms. Simmons welcomed John Halpin, Workforce Operations Director, to provide an update on 2013-14 performance across all of OEWD's funded programs.

Discussion followed.

Presentation: Expanding Apprenticeships

(Discussion Item)

Kevin Carroll welcomed the next speaker, Diane Ravnik, Chief of the Division of Apprenticeship Standards at the Department of Industrial Relations. Ms. Ravnik presented on the expanding opportunities for apprenticeships on the national level, including the increase in federal funding available for apprenticeship training programs.

Discussion followed.

Rebecca Miller asked whether there is any appetite to revise current apprenticeship regulations (e.g. the requirement to complete 144 hours). Ms. Ravnik replied that the idea of stackable credentials continues to gain traction and that the California Apprenticeship Code includes the capability to establish a formal apprenticeship (2,000 hours or at least 1 year of on the job training, and 144 hours of classroom instruction) or "mini-apprenticeship" options, which would work especially well to strengthen career pathways in health care.

Laura Moran commented that the construction industry is more willing to partner, but that career technical education pathways are gaining support as well. She shared that the District is aware of an opportunity for 3-year funding (Perkins) but that they expect to have to sustain the programs after that window has passed. Ms. Ravnik responded that the Department of Industrial Relations is very interested in leveraging existing funds.

Gwyneth Borden asked whether the hospitality industry would be eligible for apprenticeship training dollars. Ms. Ravnik responded that she is not sure, but it may work if the program fits into H-1B criteria.

Danny Campbell shared that apprenticeships are huge in other countries, like Germany, and that he is excited about seeing this model ramp up for the US workforce. Ms. Ravnik added that there are plenty of technological skills needed in the building trades, for example energy efficiency training.

**Presentation: Workforce
Innovation and Opportunity
Act (WIOA)**

Kevin Carroll invited Greg Asay, OEWD, to present on the new Workforce Innovation and Opportunity Act (WIOA), which supersedes the Workforce Investment Act (WIA) and takes effect in 2015. Highlights included:

(Discussion Item)

WIOA includes four (4) core programs

- (1) Adult, Dislocated Worker, and Youth Formula programs administered by Department of Labor (DOL)
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- (4) Programs under title 1 of the Rehabilitation Act that provide services to persons with disabilities, administered by the ED.

Additionally authorized programs include Job Corps, YouthBuild, Indian and Native American programs, Migrant and Seasonal Farmworker programs.

Notable changes to Workforce Investment Boards (WIBs)

- Fewer mandated members (as few as 19).
- Only mandated partners from core programs must be included on the WIB.
- Twenty percent of the Board must represent labor and apprenticeship programs.
- Youth Councils are no longer required.

Notable changes to programs

- Increased emphasis on regional collaboration, industry and sector partnerships, career pathways and work-based training.
- Common performance measures have been established for adults across the four programs authorized under the bill, and a similar set of common measures have been established for youth-serving programs.
- Additional youth program elements have been included, including financial literacy and entrepreneurial skills training.
- Youth eligibility has been changed dramatically; there will be separate requirements for out-of-school youth (16-24) and in-school youth (16-21). The income eligibility requirement has been removed for most out-of-school

youth, and in-school youth can be considered eligible if they qualify for free or reduced price lunch or if they live in a "high poverty area".

- There is also an increased focus on serving people with disabilities.

Notable changes to funding

- WIOA eliminates 15 existing federal training programs, including WIA Incentive Grants, WIA Pilots and Demonstration Projects and the Workforce Innovation Fund (WIF)

Mr. Asay reviewed key WIOA implementation dates and invited questions from WISF members.

Discussion followed.

Janine Cotter asked for more information on what the SF Workforce Investment Board is doing with regard to regionalization. Mr. Asay responded that OEWD is participating in a regional labor market analysis, which includes exploring what jobs are being developed, what services are being provided, and how the region can better coordinate planning. Emylene Aspilla underscored that the Silicon Valley has a similar labor market and faces similar issues around affordability, which is why we have not been grouped with Alameda or Contra Costa.

Charley Lavery noted that he is glad to see the increased focus on serving people with disabilities, who are often marginalized along with immigrant youth, older adults, and reentry populations. He added that he hopes the local economy will continue to offer opportunities to be inclusive of more of these marginalized populations.

Danny Campbell asked how this legislation most affects San Francisco. Rhonda Simmons responded that the biggest impact will come from the changes around simplifying and streamlining youth eligibility and program elements. In follow-up, Mr. Campbell asked whether WIOA includes services for veterans. Emylene Aspilla responded that veterans are always a priority in federal programs, and the Department of Veterans Affairs has money that we need to align and leverage with other federal dollars.

Public Comment (Discussion Item)

Kevin Carroll called for public comment.

Joe Ramirez-Forcier, Positive Resource Center, suggested that the regional discussion include an analysis of transit issues that make it difficult for employees to get to work, particularly to East Bay manufacturing companies.

Daniel Michael, City College of San Francisco, asked about how to create a bridge-to-biotech/bioscience pipeline. Ms. Simmons suggested that he connect with her offline.

Wendy commented that there are many long term unemployed people who have dropped out of the workforce and that those who provide personal caregiving services for family members need to be acknowledged.

Adjournment (Action Item)

Mr. Carroll called for a motion to adjourn the meeting. On motion, seconded and carried, the meeting was adjourned at 11:02 A.M.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco GOVERNMENT
DOCUMENTS DEPT

Minutes Of The
September 17, 2014

DEC 12 2014

Meeting of the

Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb

SAN FRANCISCO
PUBLIC LIBRARY

1231 Market Street, San Francisco, CA 94103

WISF Members Present

Brenda Barnes, Autodesk
Gwyneth Borden, Golden Gate Restaurant
Association
Kevin Carroll, Hotel Council of San
Francisco
Aaron Chrisco, Salesforce.com
Jeanine Cotter, Luminalt
Diane Easterwood, Kaiser Permanente
Ted Egan, City of San Francisco
Jeff Fanselow, CBS Interactive
John Doherty, IBEW Local 6
Paul Giusti, Recology
Jennifer Hermann, University of California,
San Francisco
David Johnson, Plasterers and Cement
Masons Local 300
Katy Johnson, Wells Fargo
Bill Barnes (for Naomi Kelly), Office of the
City Administrator
Harwell Lang, Jr., Job Corps
Charles Lavery, Operating Engineers Local
3
Andrew Lindsay, Jawbone
Tony Lugo (for Trent Rhorer), Human
Services Agency

Rebecca Miller, SEIU-United Healthcare
West
Laura Moran, San Francisco Unified
School District
Brian Morton, Webcor Builders
Roxanne Murray, Family Service Agency
of San Francisco
Tom Quigley, Riverbed Technology
Sam Rodriguez, KSR Strategy Group
Toni Rucker, San Francisco Department
of Public Health
Darlene Rutkowski, Department of
Rehabilitation
Ruben Santana, Rubicon Construction
Rodrigo Santos, Santos & Urrutia
Structural Engineering
Barbara Smith, San Francisco Housing
Authority
Jorge Tapia, Employment Development
Department
Arthur Tyler, City College of San
Francisco
Danny Campbell (for Anthony Urbina),
Sheet Metal Workers Local 104
Sandy White, LinkedIn

WISF Members Absent

Celeste Alleyne, Microsoft
Tiffany Apczynski, Zendesk
Micki Callahan, San Francisco Department
of Human Resources
Malia Cohen, San Francisco Board of
Supervisors
Ximena Delgado, Bank of America
Juliet Ellis, San Francisco Public Utilities
Commission
Ebony Frelix, Salesforce.com

Manuel Flores, Carpenters Local 22
Ramon Hernandez, Laborers, Local 261
Sylvia Kwan, Kwan-Henmi
Architecture/Planning
Kent Lim, Kent Lim Construction Co.
Bob Nibbi, Nibbi Bros. Construction
Kelley Shihadeh, Starbucks
Ontario Smith, PG&E
Egon Terplan, SPUR

OEWD Staff & Notables

Greg Asay, Senior Workforce Analyst
 Emylene Aspillá, Director of Strategic Initiatives
 Cara Binder, Workforce Development Specialist
 Marissa Bloom, Executive Assistant
 Armina Brown, Administrative Assistant
 Alfredo Fajardo, Senior Workforce Development Specialist
 Monique Forster, Senior Workforce Development Specialist
 John Halpin, Program Operations Director
 Aileen Hernandez, Senior Workforce Development Specialist
 Janan Howell, Senior Workforce Development Specialist

Patrick Mitchell, TechSF Program Manager
 Pat Mulligan, CityBuild Director
 Thomas Myers, Deputy Director of Workforce Development
 May Ng, Business Services Specialist
 Lowell Rice, Business Services Specialist
 Rhonda Simmons, Director of Workforce Development
 Dae Son, Workforce Development Specialist
 David Taylor, Senior Workforce Development Specialist
 Liz Taylor, Administrative Aide

Public

(As Evidenced by the Sign-In Sheet)

Eddie Ahn, Brightline
 Jen Anderson, The Reset Foundation
 Joshua Arce, Brightline
 DJ Brookter, YCD
 Torrance Bynum, CCSF
 Diva Conrad, CCSF
 Lisa Countryman, JVS
 Raul Galvan, DAS
 Patricia Garcia, US DOL/ETA/OA
 Amanda Gerrie, Pathways Consultants
 Troy Henry, Goodwill
 Kasimira Hohbach, Wells Fargo
 Susan Lamb, City College of San Francisco
 Saidah Leatutufu, YCD
 Mike Longenay, DOL
 Suzette Love, Port

Daniel Michael, Thrive-Ability Bio-Link
 Virginia Parras, CCSF
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 Joe Ramirez, PRC
 Jenn Ratliff, USF
 Diane Ravnick, DAS
 Adam Rogers, BAMA
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**Adjournment
(Action Item)**

Mr. Carroll called for a motion to adjourn the meeting. On motion, seconded and carried, the meeting was adjourned at 11:02 a.m.

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

NOTICE OF A PUBLIC MEETING

OF THE

WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date: Wednesday, December 10, 2014
Time: 9:00AM – 11:00AM
Location: Hotel Whitcomb
1231 Market St
San Francisco, CA 94103

GOVERNMENT
DOCUMENTS DEPT

DEC 12 2014

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PUBLIC LIBRARY

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5th Floor San Francisco, CA 94103 during regular office hours and can be reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

AGENDA APPEARS ON PAGE 3

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Telephone: 415-554-7724 Fax: 415-554-5163
E-mail: sotf@sfgov.org

The Sunshine Ordinance is available online at: http://www.sfgov.org/site/sunshine_index.asp?id=4673

RINGING AND USE OF CELL PHONES

The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

LOBBYING ACTIVITY

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website: <http://www.sfgov.org/ethics>

Issued: Friday, December 5, 2014

ACCESSIBLE MEETING POLICY

1. The meeting will be held at the Hotel Whitcomb, Grand Ballroom, 1231 Market Street (between 8th and 9th Streets) San Francisco, CA 94103. The room is wheelchair accessible and has accessible seating for persons with disabilities and those using wheelchairs.
2. The closest accessible BART station is Civic Center. Accessible MUNI lines serving this location are: #14/14L Mission, #19 Polk St, #71 Haight/Noriega, #5 Fulton, #21 Hayes, # 6 Parnassus, #9/9L San Bruno, the F Line to Market and 9th Street and any line serving the Metro Stations at Civic Center. For more information about MUNI accessible services, call 415-673-6142.
3. There is limited onsite parking available at Hotel Whitcomb, and rates vary by day. If you require parking for this event, please call the Hotel Whitcomb Catering department at 415-487-4439 at least 72 hours in advance.
4. Requests for language interpreters at a meeting must be received at least 72 hours in advance of the meeting to help ensure availability.
5. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.
6. Assistive listening devices are available. Agendas are available in large print. Materials in alternative formats, ASL interpreters, real-time captioning and other accommodations will be made available upon request. Please make your request for alternative format or other accommodations, to Marissa Bloom at 415-701-4848 or via e-mail at workforce.development@sfgov.org. Providing at least 72 hours' notice prior to the meeting will help to ensure availability.



AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

WEDNESDAY, DECEMBER 10, 2014
9:00 – 11:00 AM
HOTEL WHITCOMB
1231 MARKET STREET
SAN FRANCISCO, CA 94103

1. Adoption of the Agenda (<i>Action Item</i>)
2. Approval of Minutes from September 17, 2014* (<i>Action Item</i>)
3. Director's Report (<i>Discussion Item</i>)
4. Presentation: San Francisco Business Portal (<i>Discussion Item</i>)
5. Presentation: Children & Families First Initiative (<i>Discussion Item</i>)
6. Presentation: San Francisco Economic Update (<i>Discussion Item</i>)
7. Public Comment (<i>Discussion Item</i>)
8. Adjournment (<i>Action Item</i>)

Please Note: Public Comment will be taken throughout the meeting. Each member of the public will be allotted no more than 3 minutes to speak on each item.

KEY

***Materials Included:**

- Draft minutes from September 17, 2014 meeting

2015 WISF Meeting Schedule

March 11, 2015

9:00am-11:00am

Hotel Whitcomb, Grand Ballroom

1231 Market Street

San Francisco, CA 94103

June 17, 2015

9:00am-11:00am

Hotel Whitcomb, Grand Ballroom

1231 Market Street

San Francisco, CA 94103

September 16, 2015

9:00am-11:00am

Hotel Whitcomb, Grand Ballroom

1231 Market Street

San Francisco, CA 94103

December 9, 2015

9:00am-11:00am

Hotel Whitcomb, Grand Ballroom

1231 Market Street

San Francisco, CA 94103



San Francisco Local Hiring Policy for Construction

Mandatory Local Hiring Requirement

- Applies to contracts for San Francisco public works projects estimated at or above \$400,000.
- 20% of total hours per trade by San Francisco residents.
- The requirement shall increase 5% annually up to 50% per trade.
- 50% of apprentice hours per trade by San Francisco residents.
- Amended in March and June 2014.

Mandatory Local Hire Escalation

Year 1 (2011)	20% Local	
Year 2 (2012)	25% Local	
Year 3 (2013)	30% Local	Review
Year 4 (2014)	30% Local	Review
Year 5 (2015)	35% Local	
Year 6 (2016)	40% Local	
Year 7 (2017)	45% Local	Review
Year 8 (2018)	50% Local	



1

Cumulative Total Work Hours March 25, 2011 - October 1, 2014

Department	Total Hours			Apprentice Hours		
	Total	Local	Local %	Total	Local	Local %
DPW	1,097,467	413,120	38%	127,121	76,015	60%
PUC	1,018,126	402,619	40%	97,905	57,245	58%
SFO	874,772	336,439	38%	135,684	84,037	62%
Port	373,046	94,211	25%	52,828	20,280	38%
RPD	336,456	118,538	35%	35,600	20,648	58%
MTA	31,145	12,191	39%	9,763	4,668	48%
Total	3,731,013	1,377,118	37%	458,900	262,893	57%



2

**Cumulative Work Hours by Trade
March 25, 2011 – October 1, 2014**

Trade	Total Hours			Apprentice Hours		
	Total	Local	Local %	Total	Local	Local %
Carpenter And Related Trades	266,173	121,154	46%	37,929	18,858	50%
Carpet, Linoleum, Soft Floor Layer	16,326	2,972	18%	3,435	1,357	40%
Cement Mason	128,694	39,833	31%	14,855	12,031	81%
Drywall Installer/Lather	103,482	20,518	20%	11,330	5,127	45%
Electrician	416,083	220,475	53%	83,867	54,424	65%
Glazier	35,624	8,122	23%	7,227	3,863	53%
Iron Worker	163,951	59,273	36%	35,023	20,810	59%
Laborer And Related Classifications	1,532,361	578,124	36%	141,545	90,804	64%
Operating Engineer	345,706	130,543	36%	12,760	9,871	77%
Painter	78,111	20,623	26%	7,852	1,419	18%
Pile Driver	61,156	11,226	18%	13,240	3,138	24%
Plasterer	15,189	3,214	21%	2,962	1,454	49%
Plumber	112,200	51,418	46%	34,816	18,969	54%
Roofer	61,465	14,119	23%	20,686	8,994	43%
Sheet Metal Worker	76,518	25,097	33%	14,155	6,011	42%
Tile Finisher	10,899	3,908	36%	3,457	1,788	52%
Tile Setter	7,333	3,703	50%	754	298	40%
Other Trades	299,743	62,798	21%	13,009	3,679	28%
Total	3,731,013	1,377,118	37%	458,900	262,893	57%

Mayor's Construction Workforce Advisory Committee

Policy Recommendations – November 4, 2014

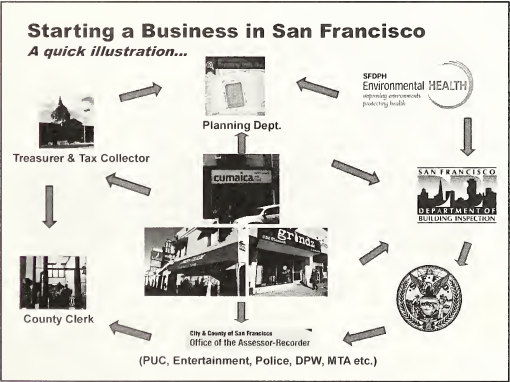
- Extend the legislative review period an additional 24 months, from March 25, 2015 – March 24, 2017
- Hold the mandatory local hiring requirement at 30% until acted upon by the Board of Supervisors
- Create a strategic plan to address the construction worker pipeline



SAN FRANCISCO BUSINESS PORTAL

WISF Briefing

December 10, 2014



Goal

The BAHG (Big Audacious Hairy Goal) is to create the first stop “for everything business in San Francisco”—an integrated, comprehensive, scalable digital Business Portal that supports businesses in San Francisco, from their inception through their growth, helping entrepreneurs during the entire life cycle of their businesses.

Business Portal | Permit & License Streamlining

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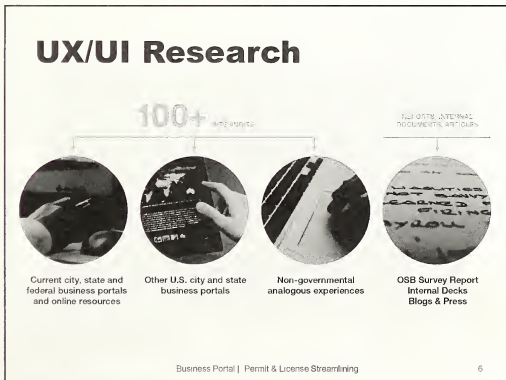
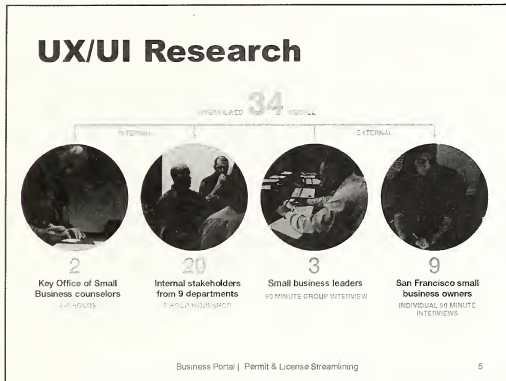
Opportunity

We have the opportunity to create compelling customer experiences across City Departments to demonstrate that San Francisco is business friendly and cares about the success of entrepreneurs in the City.

The Business Portal is a first and important step in this direction.

Business Portal | Permit & License Streamlining

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**SAN FRANCISCO
BUSINESS PORTAL**

businessportal.sfgov.org

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User Feedback

- Users described the site as: professional, useful, simple, easy, clear, uncluttered, accessible, engaging, beautifully designed, comprehensive
- Twitter user @EricMichaud, Nov 16, "Fellow SF startup friends the local gov just did us a solid. <http://businessportal.sfgov.org/>"
- Twitter user @kbierce, Nov 20, "Kudos to SF gov't for making it easy to see how to start a small biz w/permits etc. Great website: [http://businessportal.sfgov.org/permits-licenses ...](http://businessportal.sfgov.org/permits-licenses...)"
- Twitter user @burgerandbrew, Dec 3, "Atlanta, you should work on creating a site like this one. <http://businessportal.sfgov.org/>"

"I love the it inspires it. It's down on the wonder g and gives you all the information that you want! Sure about or maybe were not even aware of."

"This website has all the tools I need as a business owner."

"Love it! Very professional and user friendly. We need this in every city!"

Postcards

Front Version One



Front Version Two



Back



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Analytics: (11/16-12/4)

- 167 Sessions/Day
- 123 Users/Day
- 498 Pageviews/Day
- 72% New, 28% Returning
- 00:03:10 Avg. Session Duration
- 96% US, 1% UK, 1% Canada, India, New Zealand, etc.
- 44% SF, 4% Long Beach, 3% Oakland, 2% NYC, 2% Sac, SJ, Berkeley, Seattle, etc.

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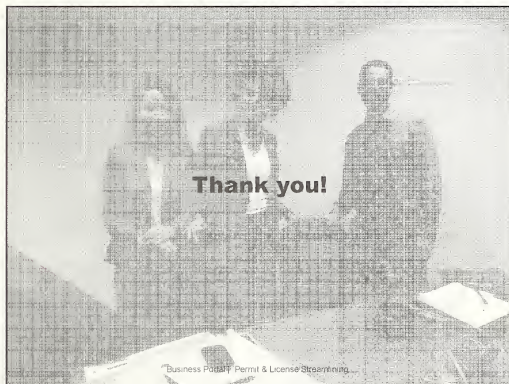
12

FY 2014-15 Key Initiatives

- Soft launch: September, 2014
- Full launch: November, 2014
- Create Portal Operations & Training Manual
- Audit ALL forms individually with corresponding department
- Content management: update/add content, forms, permit/license information, fees, etc.
- Technical maintenance: security updates, server maintenance, etc.
- Online form submission
- User profile generation
- Restaurant permit process streamlining

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DCYF

Department of Children, Youth & Their Families



Children and Families First Initiative

WISF

December 10, 2014

www.dcyf.org

Children and Families First Initiative



Four main sections:

Children and Youth Fund (DCYF)	Public Education and Enrichment Fund (PEEF)
Our Children, Our Families Council	Rainy Day Reserve

Children and Families First Initiative

Major points for DCYF:



- ❖ Increase the Fund amount from 3 cents for each \$100 of assessed property tax to 4 cents – phased in over 4 years (will be called the Children and Youth Fund)
- ❖ Extend the eligible age to 24 years old (TAY)
- ❖ Create a Five Year Planning Cycle
- ❖ Establish an Oversight and Advisory Committee (OAC)
- ❖ Create a Service Provider Working Group
- ❖ Extend the Children and Youth Funds for 25 years (until June 30, 2041)

DCYF's Governance Bodies



- DCYF's Oversight Advisory Committee (OAC)
- Service Provider Working Group (SPWG)

Five Year Planning Cycle



Year 1: Community Needs Assessment (CNA)

- ❖ Will take place in Fiscal Year 2015-2016

Year 2: Services Allocation Plan (SAP)

- ❖ Will take place in Fiscal Year 2016-2017

Year 3: Request for Proposal

- ❖ Will take place in Fiscal Year 2017-2018

Year 4 and 5: Implementation

- ❖ Evaluate and Assess performance

Children and Families First Initiative

Major points for PEEF-SFUSD:



- ❖ Continue to fund

Sports, Libraries, Arts, and Music programs (SLAM)

- ❖ Expand universal pre-school to include 3, 4 and 5 year olds (but will prioritize 4 year olds)
- ❖ Move management and oversight of Preschool For All to the Office of Early Care and Education (OECE)
- ❖ Establish an OECE Citizen Advisory Committee (CAC)
- ❖ Extend PEEF for 26 years (until June 30, 2041)

Children and Families First Initiative

Major points for OCOF:

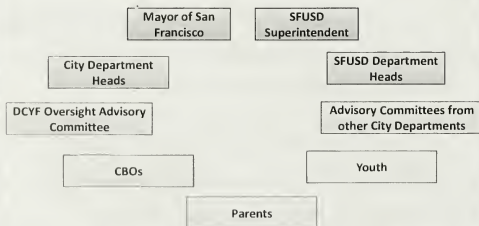


- ❖ Create the OCOF Council to advise the City and School District on the needs of children and families in SF
- ❖ Create annual Progress Reports for all City and SFUSD Departments
- ❖ Every five years, create an Our Children, Our Families Plan to establish priorities, goals and best practices for children and families

Our Children, Our Families Council



Members will include:



Children and Families First Initiative

Major points for Rainy Day Reserve:



- ❖ Separate the current Rainy Day Reserve into two pots
 - City Rainy Day Reserve (City Reserve)
 - School Rainy Day Reserve (School Reserve)
- ❖ 25% of the total Rainy Day deposits will go to the School Reserve and 75% would go to the City Reserve
- ❖ SFUSD can withdraw up to half the money in the School Reserve in years when it expects to collect less money per student than in the previous year.
- ❖ The School Board, by a two-thirds vote, can override those limits and withdraw any amount in the School Reserve

Children's Fund Reauthorization Next Steps



Questions? Comments?

San Francisco Economic Update

Ted Egan, Ph.D.
Chief Economist, Office of Economic Analysis
December 2014



San Francisco Employment Reached an All-Time High in 2013

Total San Francisco Employment,
1990-2013



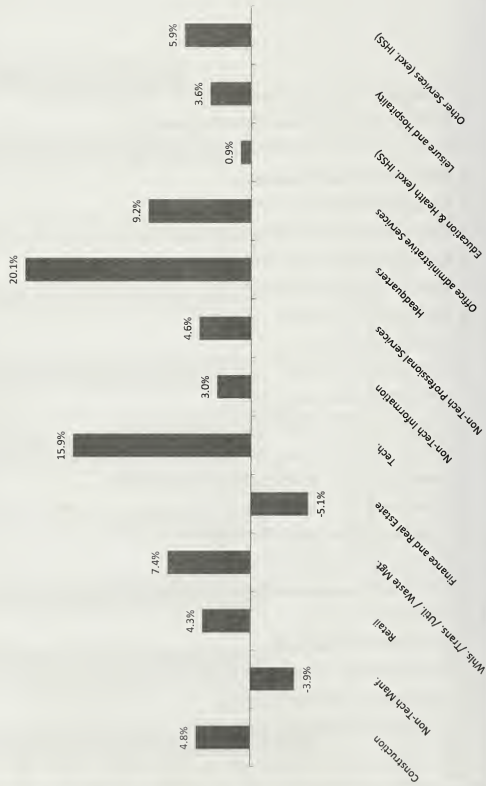
San Francisco was the Second Fastest Growing County in the United States from 2011 to 2013.

Total Employment, Average Annual Growth, 2011-2013:
10 Fastest Growing Large U.S. Counties



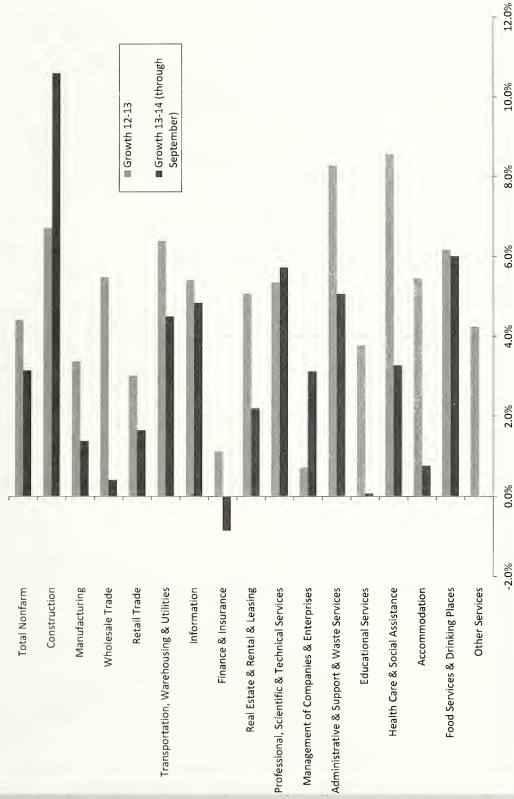
Growth Through 2013 Was Broad-Based...

San Francisco Private Employment Growth Rate By Industry Group, 2012-13



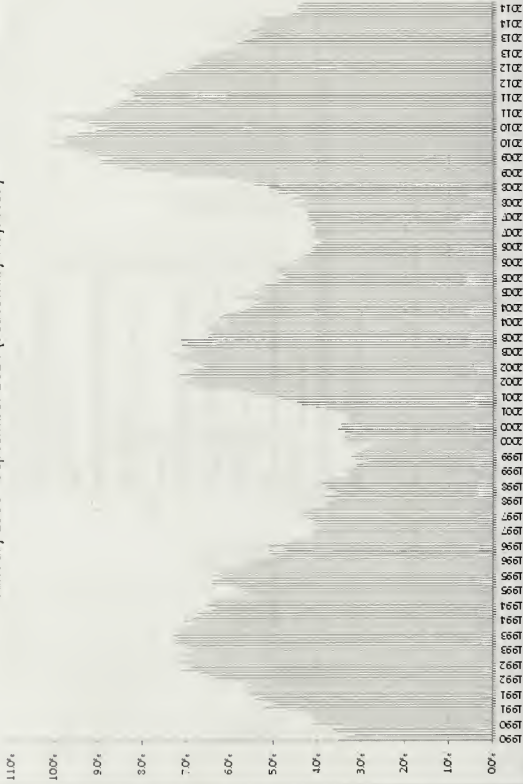
... But Most Sectors in the Local Economy Have Seen Slower Growth in 2014 than in 2013

Employment Growth By Industry, San Francisco Metro Division:
2012-3, and 2013-14 through September 2014



Unemployment Rate is Reaching Pre-Recession Lows

San Francisco Unemployment Rate,
January 1990 - September 2014 (Seasonally-Adjusted)



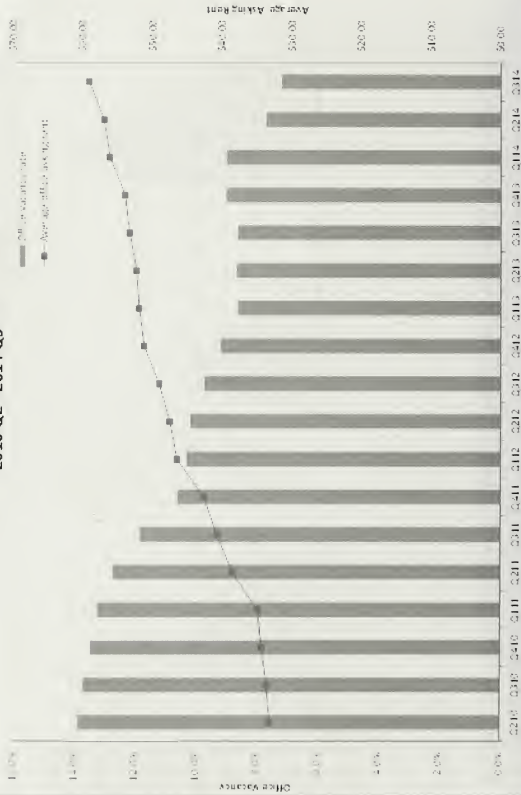
Since Mid-2013, Private Sector Job Growth Has Begun to Slow, Lead by Slowdowns in the Technology Sector

Year-over-Year Employment Growth Rates,
Tech Employment and Total Private Employment
January 2011-September 2014, San Francisco Metropolitan Division



Office Vacancy Rates Have Dropped Below 8%: Office Rents up 73% in Three Years

San Francisco Office Vacancy and Average Asking Rents,
2010 Q2 - 2014 Q3



Three Sources of Economics Risk in the Near Future

- **National Macroeconomic Risk**
 - Most indicators point to a low risk of recession in near future.
 - Fed interest rate moves are expected to slow the economy, and increase the recession risk between now and 2016.
- **Local Risk Related to the Tech Sector**
 - The tech sector is the primary reason that San Francisco has been the fastest growing U.S. city coming out of the recession.
 - At present, notwithstanding individual companies that may be overvalued, the overall tech industry does not appear to be in a bubble.
 - This could change – creating a particular local economic risk that could lead the city to perform worse than other parts of the state and country.
- **Infrastructure Limitations**
 - According to data from Zillow, San Francisco's housing values have grown at 8.9% per year since 2010, compared with 7.6% growth for the MSA.
 - Increasing the gap in housing prices between San Francisco and neighboring jurisdictions will encourage the movement of households and businesses out of the city.
 - San Francisco has added 40,000 office jobs between 2010 and 2013, while producing enough office space to support 6,000 new jobs.
 - If office supply cannot expand to match demand, office rents will increase further, placing low-earning businesses at greater risk and limiting the ability of every industry in the city to add jobs.





WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The
December 10, 2014

Meeting of the

Workforce Investment San Francisco (WISF) Board
Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

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WISF Members Present

Tiffany Apczynski, Zendesk
Brenda Barnes, Autodesk
Clearnise Bullard, JobCorps Northern CA
Outreach and Recruitment
Donnalyn Murphy (for Gwyneth Borden),
Golden Gate Restaurant Association
Micki Callahan, San Francisco Department of
Human Resources
Kevin Carroll, Hotel Council of San Francisco
Jeanine Cotter, Luminalt
Ku-Tsang Lin (for Diane Easterwood), Kaiser
Permanente
Ted Egan, City of San Francisco
Juliet Ellis, San Francisco Public Utilities
Commission
Jeff Fanselow, CBS Interactive
Ximena Delgado, Bank of America
John Doherty, IBEW Local 6
Pooja Deopura (for Ebony Frelax),
Salesforce.com
Patricia Aleman (for Paul Giusti), Recology
Ramon Hernandez, Laborers, Local 261
David Johnson, Plasterers and Cement Masons
Local 300

WISF Members Absent

Celeste Alleyne, Microsoft
Malia Cohen, San Francisco Board of
Supervisors
Manuel Flores, Carpenters Local 22
Jennifer Hermann, University of California, San
Francisco
Sylvia Kwan, Kwan-Henmi
Architecture/Planning
Andrew Lindsay, Jawbone
Rebecca Miller, SEIU-United Healthcare West

Katy Johnson, Wells Fargo
Naomi Kelly, Office of the City
Administrator
Charley Lavery, Operating Engineers Local 3
Kent Lim, Kent Lim Construction
Laura Moran, San Francisco Unified School
District
Brian Morton, Webcor Builders
Bob Nibbi, Nibbi Bros. Construction
Tony Lugo (for Trent Rhorer), Human
Services Agency
Jonathan Maddox (for Toni Rucker), San
Francisco Department of Public
Health
Darlene Rutkowski, Department of
Rehabilitation
Rodrigo Santos, Santos & Urrutia Structural
Engineering
Barbara Smith, San Francisco Housing
Authority
Egon Terplan, SPUR
Anthony Urbina, Sheet Metal Workers
Local 104

Roxanne Murray, Family Service Agency of
San Francisco
Tom Quigley, Riverbed Technology
Sam Rodriguez, KSR Strategy Group
Ruben Santana, Rubicon Construction
Ontario Smith, PG&E
Jorge Tapia, Employment Development
Department
Arthur Tyler, City College of San Francisco
Sandy White, LinkedIn

**OEWD Staff &
Notables**

Greg Asay, Principal Workforce Analyst
Emylene Aspillá, Director of Strategic Initiatives
Marissa Bloom, Executive Assistant
Armina Brown, Administrative Assistant
Lillie Ellison, Business Services Manager
Jane Gong, Project Manager, Office of Small Business
John Halpin, Program Operations Director
Janan Howell, Senior Workforce Development Specialist

Patrick Mitchell, TechSF Program Manager
Pat Mulligan, CityBuild Director
May Ng, Business Services Specialist
Lowell Rice, Business Services Specialist
Rhonda Simmons, Director of Workforce Development
Lupine Seran, Workforce Innovation Program Manager
Liz Taylor, Administrative Aide

**Public
(As Evidenced by the
Sign-In Sheet)**

Chris Adame, Swords to Plowshares
Michael Blecker, Swords to Plowshares
Tammy Chen, MHH
Kim Coulthurst, Pathways Consultants
Raul Galvan, DAS
Amanda Gerrie, Pathways Consultants
Troy Henry, Goodwill
Kris Hess, JVS
Lauren-Paul Kozlenko, Wells Fargo
Saidah Leatutufu, YCD
Vitus Leung, General Services Administration
Scott Manvais, Microsoft

Linda Palmquist, EDD
Joe Ramirez-Forcier, PRC
Jenn Ratliff, USF
Chris Reyes, AND
Dorick Scarpelli, 5 Keys Charter School
John Smith, Friendship House
Peter Smith, Goodwill
Maria Su, DCYF
Beth Urfer, JVS
Carol Varney, BAVC
Jorge Villalobos, EDD
Winnie Yu, Self-Help for the Elderly

Roll Call

Kevin Carroll, interim WISF Chair, called the meeting to order at 9:09 A.M. He welcomed new member Clearnise Bullard from JobCorps Northern California Outreach and Recruitment, and introduced Pooja Deopura of Salesforce.com as the new Chair of the Youth Council.

**Adoption of Agenda
(Action Item)**

On motion, seconded and carried, the agenda was unanimously adopted.

**Approval of Minutes
from September 17,
2014
(Action Item)**

On motion, seconded and carried, the minutes of the September 17, 2014 WISF meeting minutes were unanimously approved.

**Director's Report
(Discussion Item)**

Mr. Carroll invited Rhonda Simmons to deliver the Director's Report.

Ms. Simmons shared recent programmatic highlights, including ongoing recruitment efforts for positions at the Market on Market and TechSF's innovative new employer engagement strategies. She invited Pat Mulligan, Director of CityBuild, to present on the Mandatory Local Hire Policy for Construction.

Mr. Mulligan shared a brief update on the Policy and the work of the Mayor's Construction Workforce Advisory Committee, which is focused on exploring ways to mitigate gaps in the construction pipeline. Discussion followed.

Ms. Simmons asked members to pause for a moment of silence in honor of former OEWD Director Jennifer Matz who passed away on December 5.

Following the moment of silence, Ms. Simmons announced her departure as Director of Workforce Development, effective early January. She thanked WISF members for their partnership and support over her 8 plus years as Director. Several members shared their gratitude for Ms. Simmons' leadership, vision and expertise.

Presentation: San Francisco Business Portal
(Discussion Item)

Kevin Carroll welcomed the next speaker, Jane Gong of the OEWD Office of Small Business, to present on the new San Francisco Business Portal website. Ms. Gong reviewed some of the key features of the site and encouraged members to utilize it and share it with their networks.

Discussion followed.

Presentation: Children and Families First Initiative
(Discussion Item)

Kevin Carroll welcomed the next speaker, Maria Su of the Department of Children, Youth and their Families. Ms. Su presented an update on the Children and Families First Initiative. She highlighted how funding would be split, how the Oversight Advisory Committee would work in conjunction with existing entities, and how services would be procured.

Discussion followed.

Presentation: San Francisco Economic Update
(Discussion Item)

Kevin Carroll welcomed the next speaker, Ted Egan of the San Francisco Office of Economic Analysis. Mr. Egan presented on local and national economic trends across the major sectors, and concerns over San Francisco's infrastructure limitations.

Discussion followed.

Public Comment
(Discussion Item)

Kevin Carroll called for public comment.

Kim Coulthurst, Pathways Consultants, shared that East Bay residents face considerable transit limitations when BART service is interrupted or slow, noting that on any given day up to 100 BART cars are in need of repair. She suggested that the WISF consider ways to partner with BART to get trains moving. Naomi Kelly responded that the Mayor has a transportation advisor that tracks BART and that the City is looking closely at lifeline utilities. Kevin Carroll added that the hospitality industry is especially impacted by this issue and that the Hotel Council is working with the Late Night Transportation Task Force to look at possible solutions.

Joe Ramirez-Forcier, Positive Resource Center, shared concerns about the way that economic data is presented, particularly that there's no way to see the impact of affordability.

Michael Blecker, Swords to Plowshares, spoke to the need to address skills gaps for veterans. Ms. Simmons shared that OEWD staff continue to work on ways to address the unique needs of veterans.

Adjournment
(Action Item)

Mr. Carroll called for a motion to adjourn the meeting. On motion, seconded and carried, the meeting was adjourned at 10:48 A.M.

